

**Minutes of the Site and Facilities Committee Meeting of  
Hawthorn Community Consolidated District #73, Lake County, Illinois  
841 West End Ct, Vernon Hills, IL 60061  
5:30 pm on the 13th day of December 2022**

Board Members Present: LeeAnn Taylor, Asst. Supt. of Finance and Business Operations, Joel Finfer, Board Member and Sonali Patil, Board Member

Other Present: Jennifer Ezop, Administrative Assistant, Mike Labbe, Director of Facilities, Jennifer Akin, Business Office and Payroll Supervisor, John Lutsch Facilities Consultant and Kevin Halley, Vernon Hills High School Civics Student

1.1 Meeting called to order at 5:32pm

1.2 Roll Call: Joel Finfer and Sonali Patil present

1.3 Public Comment: Introductions were made to welcome Kevin Halley to the meeting.

**Action Items**

2.1 Approval of Site and Facilities Minutes November 1, 2022 motion by Sonali Patil and second by Joel Finfer

**Discussion Items**

3.1 DRAFT-Five Year Facility Plan

LeeAnn Taylor reviewed the draft five year plan presented in the fall of 2021 identifying \$24.5 million of projects in the District. A revised schedule was presented with consideration of prioritization and referendum spending schedule, specifically 23-24 school years as the primary focus. Bid results for the Elementary North project were imperative for the determination of future project consideration. Early January meeting will be scheduled to review more detailed project drawings.

3.2 2023 Summer Projects

Two summer projects, Townline/Dual Language library and District Offices, are planned to go before the board for discussion in December and approval to bid in January. Timing for the library would begin at the end of school year 22-23 and projected completion by the first day of school in fall 2023. This project will be funded by referendum funds. The district office project will take place between October 2023-January 2024. Office staff would be relocated during construction to other locations within the district. This project would be funded by the operating budget.

3.3 Middle South Update

Photos from the Middle South construction project were displayed for the committee members to view. Aspen roof materials have been delivered and will be completed over winter break. Delivery of HVAC materials has

delayed the compilation of the Middle South project. February 15th, 2023 will be the determination date whether to open the new wing this school year or wait until the start of the 23-24 school year.

### 3.4 Future Meeting Dates

January 10th, 2023 to meet with Arcon Architects and John Lutsch to discuss retention basin timeline.

February 16th, 2023 to review bid results.

Motion to adjourn meeting made by Sonali Patil and seconded by Joel Finfer

Meeting adjourned at 6:25pm

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Respectfully submitted,

Jennifer Ezop

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LeeAnn Taylor, Asst Superintendent  
Of Finance and Business Operations

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Joel Finfer, Board Member

Date Minutes Approved: \_\_\_\_\_