

**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 10th day of January 2023**

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 VP Trinh, Arcon Associates

1.1 Meeting called to order at 5:31pm

1.2 Roll Call: Joel Finfer and Sonali Patil present

1.3 Public Comment: None

**Action Items**

2.1 Approval of Site and Facilities Minutes December 13, 2022 motion by Joel Finfer and second by Sonali Patil

2.2 2023 Summer Projects

LeeAnn Taylor and VP Trinh presented drawings of the library at TL/DL and the district office. Both buildings are scheduled for renovations over the next year, with TL/DL scheduled to begin upon the last day of the school this year to be ready for the 23-24 school year. Due to the need for constant use of the district office during the summer months and to bring consistency to families registering for the school year, the district office is scheduled to begin in October of 2022 and reopen after the winter break. The TL/DL will feature all the newly designed standards that will be included in each redesigned space.

The district office project will feature security enhancements at both entrances to ensure the safety of all district and community stakeholders. Spaces will be redesigned to increase efficiencies and improve workflow. Other upgrades include a larger space for registration and parent meetings. The entrance will be redesigned to include a secure entrance and vestibule, similar to the entrance of all school buildings.

2.3 Detention Basin Restoration Progress & Schedule

John Lutsch gave an overview of the timeline for the basin restoration project. The next stage in 2023 will include a controlled burn and reseeded. Notification will go out to surrounding community residents and businesses prior to the scheduled controlled burn. This multi year project is composed of stages and the planned completion date is 2025.

Additionally, Mike Labbe reported Aspen hot water heaters were installed over winter break. Also, the air handlers for the multi purpose room and front office were installed and the temporary units were removed. The Middle South addition opening has been pushed back.

## 2.4 Future Meeting Dates and Topics

Date: February 16th, 2023

Topics:

- 1.) Review bids for Townline/Dual Language Library and District Office remodel
- 2.) In house Summer projects

No March meeting scheduled at this time.

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

Meeting adjourned at 6:36 pm

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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: \_\_\_\_\_