

**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
12:00 pm on the 11th day of February 2025**

Board Members Present: Jennifer Akin Asst. Supt. of Finance and Business Operations, and George Fievet, Board Member

Absent: Joel Finfer, Board Member

Others Present: Dr. Pete Hannigan, Superintendent, Jennifer Ezop, Administrative Assistant, Mike Labbe, Director of Facilities, Stephanie Peters, Rebecca Spalding, Quest Regional VP of Operations, John Bain, Quest SVP of Operations and Nick Saccaro, Quest President

1.1 Meeting called to order at 12:01 pm

1.2 Roll Call: Joel Finfer and George Fievet present

1.3 Public Comment: None

Discussion Items

2.1 Food Service Update

District representatives have identified key areas of focus and brought them to the attention of Quest Management. To support necessary improvements, the MSN site lead has been replaced. Corporate chefs will now be on-site twice a week to ensure quality standards are met. Additionally, vegetarian options have been added, and menus have been revamped to enhance variety and nutrition. Overall, meal participation has increased from 22-23 school year by 22% with a significant increase to breakfast.

Quest will collaborate with the District to organize parent focus groups for valuable feedback. Furthermore, student food tasting events will be introduced, allowing students to sample and provide input on healthy options before they are added to the menu.

2.2 Summer Project Discussion

Bids have been received for 2025 summer projects and will be finalized by Lamp Construction. Tom McGrath, Lamp Construction will be present at the Board Meeting, Thursday, February 20, 2025 to review the bid results.

2.3 Rental Agreement Discussion

Mrs. Akin provided an update on the facility usage requirement and rental rates for the revised rental agreement. Simplifications have been made for the custodial rates for weekend rentals. After-hours security and insurance coverage were essential factors to consider when finalizing the agreement.

Action Items

3.1 Approval of Site and Facilities Minutes January 7, 2025

The minutes from the January 7, 2025 committee meeting were not voted on due to the absence of Joel Finfer. They will be reviewed and considered for approval at the next scheduled meeting.

With no further items to discuss. The meeting adjourned at 12:55pm.

Respectfully submitted,
Jennifer Ezop

Jennifer Akin, Asst Superintendent
of Finance and Business Operations

George Fievet, Board Member

Date Minutes Approved:_____