

**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 6th day of May 2025**

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

Absent: None

Others Present, Jennifer Ezop, Administrative Assistant, Mike Labbe, Director of Facilities and Luke Bruschuk, Technology Director

1.1 Meeting called to order at 12:01 pm

1.2 Roll Call: Stephanie Peters and George Fievet present

1.3 Public Comment: None

Discussion Items

2.1 Bus Tag Discussion

Mrs. Akin informed the committee that all bus tags have been successfully distributed at the North and South campuses. Also, implementation for special education routes will begin in the fall after equipment installation and staff training. Mr. Fievet will emphasize families are encouraged to download the district's transportation app for real-time updates, especially due to construction-related delays at the next board meeting.

2.2 Energy Cost Discussion

Mrs. Akin reported that due to upcoming regulatory changes, energy costs are expected to rise starting June 1. However, the district is well positioned to manage these increases through its cooperative purchasing membership, and efforts are ongoing to identify additional opportunities for energy savings.

2.3 Tech Assessment Agreement Discussion

Future updates will be addressed through the appropriate channels.

2.4 Five Year Facility Plan

Mrs. Akin shared that Summer 2025 projects have been finalized, and planning is already underway to prepare bid packages for Summer 2026 by early fall to support competitive pricing and timely execution.

2.5 Funding Discussion

Current funding projections were reviewed by the committee. Mrs. Akin also informed the committee that All expected grants remain available at this time.

2.6 Food Service Discussion

Mrs. Akin noted that the new on-site culinary manager is implementing positive changes, with planning underway for new menu promotions and updates for the 2025–2026 school year.

Action Items

3.1 Approval of Site and Facilities Minutes April 1, 2025

Motion by George Fievet and Joel Finfer approved the item in absentia.

4.1 Future Meeting Topics

None noted by committee

With no further items to discuss, the meeting adjourned at 12:41pm.

Respectfully submitted,
Jennifer Ezop

Jennifer Akin, Asst Superintendent
of Finance and Business Operations

George Fievet, Board Member

Date Minutes Approved: _____