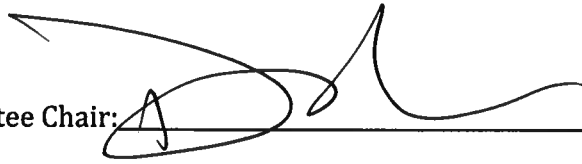


**Lockport School District 91 Board of Education
Building and Grounds Committee Meeting Minutes
November 12, 2019
6:00 p.m.
Kelvin Grove LRC**

- I. **Call to Order** – 6:00 p.m.
- II. **Roll Call** – Attendees include: David Lee, Kathy Gallagher, Jen Fracaro, Daniel Dorion, Courtney Oxley-Turner, Donna Gray, Jim Pierson, Jaime Koziol.
- III. **Committee Discussion Items**
 - A. **Approval of Minutes** – Meeting minutes from August 13, 2019 were approved.
 - B. **Roof Maintenance Contract** – Mr. Pierson discussed his thoughts on the condition of the KG roof. Considering its age and to extend its life, Mr. Pierson recommended a roofing maintenance company (Bennet & Brosseau Roofing, INC.) to perform spot checking and repairs to the entire KG roof until it's slated for replacement.
 - C. **AHU Maintenance Contract** – With a similar situation to prolonging the roof's life, Mr. Pierson also recommended hiring Amber Mechanical Service to provide mechanical maintenance service to the two RTUs on the KG rooftop at an approximate price of \$1,998 per year.
 - D. **Safety / COPS Grant** – Unfortunately, we were unsuccessful in achieving this grant, however, we plan on submitting another application for it in the future. Working with a Will County grant writer may help our odds of being awarded this particular grant.
 - E. **Winter Break Work List** – Mr. Pierson presented the Committee with a proposed work list of duties to be performed at both MG and KG during the Winter Break. Some of the listed duties include:
 - Clean and sanitize all classrooms including all tables, desks/chairs.
 - Scrub and buff all hallway floors.
 - Scrub and buff gymnasium floor (MG).
 - Clean and sanitize all offices and restrooms
 - Clean under the bleachers in both gymnasiums (KG).
- IV. **Adjournment** – 6:33 p.m.

Committee Chair:

A handwritten signature in black ink, consisting of a large, stylized initial 'A' followed by a series of loops and a long horizontal stroke extending to the right.

Date:

1/14/2020