

# Facilities Committee Meeting

## May 14, 2013

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- I. Call to order: The meeting was called to order at 4:07.

**Members present:** Joan Rhoades (Chair), Jim Matthews, Libby Letterly, George Trammell, Susan Mendelsohn, Janet Hasten, Leslie Bednar (ex officio), Juliette Douglas (ex officio), Karen Bounds (ex officio), Troy Brown (ex officio)

**Public Comments:** There was no public comment.

**Old Business:** *Southern facility: (Douglas)*

14 properties have been examined and all have proved inadequate for our needs: Too large, inappropriate parking, no climate control, etc. However, staff members have visited a property in Du Quoin, IL that appears to match all of the criteria that have been set forth. The owner uses one part of the property and would lease the rest to us. Some of the space needs to be finished and we are in discussion with the owner about this. No one, including this landlord is interested in a one- or two-year lease. All would prefer 3-5 years, as would the staff, as this is a major move and no one wishes to think about moving again before 3 years is up. This is not a completely ideal location, but the facility does meet all of our criteria. There is one more property to investigate in a nearby town. Trammel also mentioned another property he is aware of in Du Quoin on US 51 that is likely available. Douglas reported that delivery could be in place and running from the Du Quoin property by June 30<sup>th</sup>, though other functions would still be in the process of moving.

This property is located 20 minutes west of I-57 and 20 minutes south of I-64. It is 35-40 minutes from Carterville. Discussion ensued concerning the length of the commute for current staff. The building is fiber connected and meets every operational and/or functional need.

*Central facilities:* The Decatur property is on the market now. It is necessary to repair one wall that has suffered water damage in order to sell the property. Things continue to move forward in Edwardsville. The process has begun to move the title of the property to IHLS.

**New Business:** It has been determined that delivery from a new southern facility can be moved by June 30<sup>th</sup> without question.

**Pubic Comment:** There was not public comments

**Announcements:** The next meeting of the Committee will take place June 11<sup>th</sup> at 4 p.m. by phone.

**Adjournment:** Trammel moved and Mendelsohn seconded adjournment at 4:35. All approved.

Respectfully submitted,

Jim Matthews.