

Facilities Committee Meeting

April 8 2014

The Meeting was called to order at 4:04

Attendance: Jim Matthews (Chair), Linda McDonnell, Susan Tulis, Susan Palmer (*ex officio*)

The minutes of February 12 and the statement of no meeting March 11 were approved.

There was no public comment.

Ongoing business:

Du Quoin The issues are resolving themselves as the staff settles in and better communication has been established with the landlord. The couple acting as landlord is acting in place of their son, who began the business but has gone to Colorado. This couple are agreeable and earnest but inexperienced. The miscommunications have been clearing up. The plumbing is working but the long term issue remains. A new waste pipe needs to be installed and laid at a more efficient pitch. There is a new issue of water over sidewalk after a heavy rain. We have easy outs from the lease if necessary. We have decided to assume the cost (@\$400) for the camera inspection of the waste pipe as a good will gesture to the landlord

Edwardsville: The loading dock has detached from building. The most recent bid from a second contractor came in at \$163,000 (fiscal year 15). We will lose the use of the dock for a month when repairs begin, as well as part of the parking lot for heavy equipment. One solution is to put up a ramp out the back door for that month of repair. A second option might be to rent another warehouse space for a month. The first estimate upon which the insurance claim was settled was for \$87,000 two years ago. That is how much we received from the insurance company. We will contact the company who made the first appraisal again to seek an explanation for the difference in cost estimates. For example, the cost of materials may have gone up. We will need to replace the dock this year. \$46000 remains in this line in the current budget, which is not enough to conduct the repair if the second estimate is correct. That money could be applied to replacing HVAC at Champaign, however. \$75000 more will be required for replacement in the fy15 budget. We are also getting an estimate to fix tiling to prevent floods of water and mud in the parking lot.

Champaign: The problematic exhaust fan has been removed and the hole in the wall patched. A new sign is up and an IHLS logo has been ordered for the building.

The need remains to add a 16-ton HVAC for the server room. Cost of this is included in current budget. A satellite dish had to be remounted on building. We are getting bid to remove former print room to provide the ability to run a unified sorting and distribution operation from the building. Susan Palmer will meet with drivers in Decatur to review anticipated changes.

There was no new business.

There was no public comment.

Linda McDonnell suggested the committee liaison with the Strategic Planning Committee to determine what information that group might want/need from our committee. Jim Matthews will follow up.

The meeting was adjourned at 4:47.