

MINUTES
FACILITIES PLANNING COMMITTEE MEETING
OF McHENRY COUNTY COLLEGE

A Meeting of the Facilities Planning Committee of the Board of Trustees of McHenry County College was held on Tuesday, March 22, 2011 in the Board Room, Room A217, in Building A on the Campus. Chair Larson called the meeting to order at 2:06 p.m. When Mr. Adams called the roll, the following were present:

Ms. Larson
Mr. Adams

Mr. Lowe was absent at roll call and arrived at 2:10 p.m. Dr. DeWitt and Mr. Parrish were absent. Student Trustee Sheriff was absent at roll call and arrived at 2:37 p.m.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented, without objection.

ACCEPTANCE OF MINUTES

The minutes of the Facilities Planning Committee meeting of February 22, 2011 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Committee.

FACILITY CONDITION ANALYSIS REPORT

Dr. Smith spoke about the building reports received as part of the Facility Condition Analysis, focusing on Priority 1 and Priority 2 items. She stated only one Priority 1 item, at a cost of \$1,400.00, must be addressed soon. Priority 2 items carry a recommendation to be addressed within the next year.

Mr. Evans passed out handouts to the committee members. Dr. Smith commented that Priority 1 and 2 items total approximately \$2,000,000.00 and many are life-safety issues. Building A priorities include the fire alarm system, cracks in the gym wall, and carpeting issues. Mr. Manke spoke about a life-safety bonding referendum. Mr. Manke noted the two largest items – carpeting at \$267,000.00 and sprinkler upgrades at \$1,415,000.00. He stated that some sprinkler heads are out of date and must be replaced

within one year. A report on external issues is still outstanding; once received, a summary of Priority 1 and 2 issues can be finalized.

Dr. Smith stated that the summary report will inform the Capital Improvement Plan, to be listed by fiscal year. A committee will be formed to determine priorities to be done. Once this plan is completed, recommendations for repair and replacement during each fiscal year will be listed.

DCEO LIGHTING GRANT

Mr. Evans distributed copies to the Committee members. Mr. Callahan of Studio GC explained that this 50% matching grant would offer the most potential savings for Building D. The project must be completed and invoiced by May 31, 2011. Mr. Lowe moved to recommend this project to the Board; Mr. Adams seconded the motion. During discussion, it was agreed that this item should be brought forward for approval. A voice vote was taken and all present were in favor; the motion carried. This item will be placed on the March 24, 2011 Board meeting agenda for approval. Dr. Smith noted that Building A will be considered next year for the same type of project.

CULINARY MANAGEMENT/CAFETERIA PROJECT

Mr. Gilfillan stated that this report will focus on schedule and budget, reviewing funding options. Mr. Callahan then spoke about the three phases of the project. Phase 1 will include the culinary lab, vestibule and commons area. Phase two includes the kitchen area, and Phase 3 covers the server area. Mr. Callahan spoke about the challenge involved in using the kitchen area for both Food Services and Culinary Management classes. He stated that the kitchen renovation would allow the kitchen to function as a secondary culinary lab when completed. Some areas, such as a dish room and pot washing area, would be shared. Mr. Manke stated that Chef Kaltenecker is working with Dr. Miksa and Mr. Falco to obtain grants to offset culinary program equipment costs, in the hope of reducing expenses.

Dr. Miksa stated that if the lab is built, three extra sections of Culinary I could be added, which would add a significant number of students. Dr. Miksa passed out a handout showing budget and schedule; Dr. Smith added that this is a basic, not deluxe, plan. Dr. Miksa spoke about the revenue to be generated from culinary courses, and expenditures involved in offering these courses.

Mr. Callahan spoke about the timeline for completion; a schedule beginning April 1 would allow construction to be completed over the summer, with classes opening in the fall. A second schedule beginning June 1 would result in a completion date of August, 2012. A discussion followed on the two scheduling options. Dr. Smith noted that the costs would be spread over two fiscal years.

After discussion, Mr. Lowe moved that the Facilities Planning Committee recommends to the Board of Trustees that we proceed with this project. Mr. Sheriff seconded the motion. There was no discussion. A voice vote was taken and all were in favor. The motion carried.

SUMMARY COMMENTS BY BOARD MEMBERS

Trustees discussed the culinary management/cafeteria project. As Ms. Walters had spoken about restaurants going out of business; Ms. Larson suggested looking into the possible purchase of used equipment.

CLOSED SESSION

There was no closed session.

FUTURE AGENDA ITEMS

Mr. Sheriff spoke about the possibility of holding a “meet and greet” session for the Board. Dr. Smith stated that a preliminary analysis of the Facility Condition Analysis report could be brought to the April Facilities Planning Committee meeting.

ADJOURNMENT

Hearing no further business, Chair Larson adjourned the meeting at 3:28 p.m.

Patricia Kriegermeier, Recording Secretary