

**MINUTES OF A FINANCE AND FACILITIES COMMITTEE MEETING  
OF THE GOVERNING BOARD OF THE  
NILES TOWNSHIP DISTRICT FOR SPECIAL EDUCATION #807  
HELD ON September 9, 2021**

**I. Call to Order**

Member Chao called the meeting to order on September 9, 2021, at 6:00 P.M.

**II. Attendance at Meeting**

The following persons were in attendance:

**Committee Members:**

|             |                                 |
|-------------|---------------------------------|
| District 67 | Dr. Guy Hollingsworth, Delegate |
| District 69 | Dr. Mark Chao, Delegate         |
| District 73 | Mr. Frank Santoro, Delegate     |
| District 74 | Mr. John Vranas, Delegate       |

**Others:**

Tarin Kendrick, Kathy Gavin

**III. Audience to Visitor**

None.

**IV. New Business**

The Committee reviewed the payables as of September 9, 2021.

Ms. Gavin provided an update related to the Molloy Educational Center renovation. The public bid opening was held at the offices of Nicholas & Associates on August 27, 2021. Ms. Gavin informed the Committee that a copy of the bid book was included in the Board packet. There is a motion for the transfer of the bid awards to Nicholas and Associates to act as a Construction Manager At-Risk. Ms. Gavin stated that a pre-bid walk-through for the asbestos abatement was held on August 18, 2021 and the bid opening for the project was held on August 31, 2021. There is a motion in the packet for Board consideration to award the asbestos abatement contract to NES. The Committee discussed the upcoming groundbreaking ceremony to be held on October 4, 2021.

Ms. Gavin updated the Committee with information related to transportation. She stated that the service provided by North Shore Transit is relatively good and NTDSE is tracking late buses as needed. Ms. Gavin shared a vaccination report for North Shore Transit drivers and bus aides.

Ms. Gavin provided information to the Committee regarding the ongoing FY 21 audit. She stated that RSM is conducting the audit virtually via Zoom and by uploading all requested documents into a secure portal.

Ms. Gavin stated that the Niles Township School Treasurer completed the transfer of the funds from Fund 20 to Fund 60 as requested.

Ms. Gavin updated the Committee with information and dates related to the FY 21 audit process by RSM US. The audit process began virtually during the week of 8/23/21.

Ms. Gavin shared information related to the DECO grant and stated the application for funds process is now open. She updated the Board on the budget adoption. The draft budget is on display in the front office and has been posted to the District's website. There is a motion in the packet for Board consideration. NTDSE has submitted the IDEA grants on behalf of the member districts.

#### **V. Audience to Visitor**

None.

#### **VI. Adjournment**

The meeting ended at 6:57 P.M.



---

Dr. Mark Chao, Governing Board President

---

Mr. John Vranas, Finance Committee Member