

North Boone Community Unit School District No. 200
Minutes of the Joint Business Services and Long-Range Planning Committee Meeting
District Office
6248 North Boone School Road
Poplar Grove, Illinois 61065
Thursday, May 7, 2026
6:30 P.M.

I. Call to Order

The Joint Business Services and Long-Range Planning Committee Meeting was called to order by Chair Judy Hutchinson at 6:30 P.M.

II. Roll Call

Roll call was conducted by Secretary.

Members Present: Mrs. Hutchinson, Mrs. Schilling, Dr. Cascio, Dr. Mullikin, Mrs. Meyer, Elaine Ahrens, Mr. Eckmann, Liz Saveley, Lexi Boothe, William Randall, Jimmy Helmick, Chris McKibben, Nick Augustine. Also Present: Mr. Mulholland.

Members Absent: Mr. O'Donnell, Randy Steen, Holly Houk, Brad Crull, Jasen Chamberlain, Chad Cunningham, Robert Dreyer, Donnie Livdahl

III. Audience to Visitors- (None)

IV. Financial Update- Dr. Mullikin gave an update on the following:

- Primary Changes from March to April
 - State Funding: \$50,000 was received for the year's SMPG and both transportation and Special Education 3rd quarter MCATs came in
 - CSFT: \$73,754.04 received in April (22.25%+)
 - Interest: \$63,085.24 (\$779,964.42 FY to date) 93.81% of our budgeted revenue for interest
 - Tyler ERP: Staff have been sent access to their Employee Access and we are on track for July 1, 2026 launch
- General Updates
 - Bulk Fuel RFP: Given current costs, we are working on a bulk fuel RFP to determine whether that would be in our best interest financially for this upcoming fiscal year
 - Transportation Safety Hazard Review: We are reviewing our current hazards to ensure that we do not have any that need to be removed or changed
 - Medical Renewal: Presented at the Insurance Committee meeting on April 28, 2026. Anticipate a 12.9% renewal at the high end and could get closer to 10% depending on the elective coverage
 - Prairie State Insurance Cooperative (PSIC)- Renewal meeting tomorrow and should have updates by the Board of Education Meeting.

- Cash Flow Updates: First Boone & Winnebago County Tax payments should be coming in at the end of May

V. Tentative FY26 Amended Budget Presentation- Dr. Mullikin provided the following:

- High Level Summary
 - All Funds
 - Total Revenue (Projected): \$28,337,576
 - Total Expenditures (Projected): \$30,353,210
 - Surplus/(Deficit): (\$2,015,634)
 - Operating Funds (Educational, O&M, Transportation, IMRF/SS, Working Cash, Tort)
 - Total Revenue (Projected): \$25,918,014
 - Total Expenditures (Projected): \$27,611,677
 - Surplus/(Deficit): (\$1,693,663)
- Key Changes in Revenue
 - Local Property Taxes- (\$1,349,390) – Overall Levy was lower than originally budgeted
 - Interest on Investments - \$80,675- Saw an increase in our investment income
 - Other State Revenue- (\$385,017) -Other state revenue was overestimated originally
 - Federal Grants - \$184,479- Increase in our Medicaid funds captured
 - Original Approved Revenue \$29,578,323
 - Total Amended Revenue- \$28,287,576- This represents a (\$1,290,747) change from the originally approved budgeted revenues from September
- Key Changes in Expenditures
 - Salaries and Benefits-\$223,426- This increase is almost exclusively due to the costs associated with medical benefits
 - Transportation Costs- \$265,000 – Costs of repairs and increased costs of supplies
 - Other Purchased Services and Supplies-\$350,000- This includes the purchase of Chromebooks twice (which we do not anticipate in the future) and the School Resource Officer
 - Capital Projects/Non-Capitalized Equipment-\$701,553- This includes the cost of the carpet project started in FY25 and the uninvent project this fiscal year
 - Original Approved Expenditures-\$28,812,188
 - Total Amended Expenditures-\$30,353,210- This represents a (\$1,541,022) change from the originally approved budgeted expenditures from September
- Amended Budget Timeline- Pending board approval, the timeline for the amended budget adoption will continue as follows:
 - 5/13/2026 Administration publishes public hearing notice in local paper
 - 6/16/2026 Board holds public hearing on and votes on the adoption of the amended Fiscal Year 2025-2026 budget
 - By 6/30/2026 Administration files Fiscal Year 2025-2026 amended budget with
 - Illinois State Board of Education

- Boone and Winnebago County Clerks
- Regional Office of Education
- By 6/30/2026 Administration posts Fiscal Year 2025-2026 amended budget on the District 200 website

VI. Joint Annual Conference

Dr. Cascio stated we would need to know if anyone had plans on attending the conference.

VII. Fire Protection

- Immediate corrections were made to critical sprinkler and fire alarm deficiencies.
- Ongoing work to address smaller issues and establish a regular maintenance schedule.
- Costs involved but considered preventive compared to potential event damages.

VIII. Landscaping in the District

- Satellite schools mowing outsourced to improve efficiency and appearance.
- Estimated 75 acres require 60-70 labor hours weekly for mowing and trimming, justifying outsourcing some sites.
- New mowing schedules established with clear boundaries and priorities to ensure timely completion.
- Dandelion control considered for fall application but requires certified personnel (Rusty awaiting certification).
- Landscaping around the high school improved; other sites may be addressed next year.

IX. New Work Order System Update

- Newly implemented digital system to track and prioritize approximately 113 open work orders categorized by urgency.
- Goal is to move from reactive to proactive maintenance, starting with critical assets like boilers.
- Early progress in prioritizing and assigning tasks, though many repairs remain outstanding due to limited manpower.

X. Evaluating Vendors

- Focus on value, reliability, and communication rather than vendor loyalty.
- Efforts to simplify vendor lists to improve efficiency and reduce costs.
- Emphasis on automating routine tasks to free up resources for critical projects.

XI. Asphalt Bids-Recommendation to the Board of Education

- Project Overview:

- A pre-bid meeting was held in late April for an asphalt project at the middle school, aiming for completion before August 1.
- Only two bids submitted; Northern Illinois Services had the lowest bid, closely matching architect's estimate.
- Other companies cited scheduling conflicts as reasons for non-participation.
- Project Scope Adjustment:
 - An amendment includes redirecting downspouts into underground drainage to protect school foundation and asphalt longevity.
- Bid Considerations:
 - Base bid includes contingencies; budgeting includes 5% contingency above base bid for unforeseen costs.
 - Northern Illinois Service base bid \$1,382,255
 - Schroeder Asphalt base bid: \$1,411,000
 - Dr. Cascio to follow up to see if there is a penalty for not completing on time.
- Track Surface Discussion: Mr. Mulholland asked if we can fix the track which led to the following discussion points:
 - Current track is asphalt, which is not a recommended surface for running or competition.
 - The possibility of adding track surface replacement or improvements was discussed but deemed a larger project better suited for strategic planning.
 - Funding for track upgrades could come from separate sources and are not part of the current asphalt project budget.
- Board Action:
 - Motion made by Elaine Ahrens and seconded by Liz Saveley to take the Northern Illinois Services' bid for the asphalt project to the Board of Education for approval.

XII. Adjournment

The committee adjourned at 7:47 P.M. by unanimous consent.

Judy Hutchinson, Chair

Russell O'Donnell, Vice-Chair

APPROVED: _____