



Committee minutes

Facilities Committee	
9.9.2019	6:00 PM
Baltz Conference Room	
Meeting called by	Ted Ammann
Type of meeting	Monthly Meeting
Facilitator	Marcin Michalski
Attendees	Marcin Michalski, Ted Ammann, Monte Perrino, Charlotte Heidingsfelder, Beverly Allen, Rob Johnson, Kalli Butt. Members of the public: Mike Hartsy, George McDowell, Shawn Nicholson, Dhanvi Thakkar
Public Comment	
Discussion	No public comment
Approval of Minutes	
Approval of minutes	The committee approved the notes from the April 2018 meeting.
ESCO Report	
Update	Shaun Nicholson and Dhanvi Thakkar from Seiberlich Trane gave an update on the yearly report of our ESCO project. It was a draft report and not yet accepted by Red Clay. The report showed continued success of the ESCO project. In addition to meeting the expected savings (cost avoidance) of \$1,089,913, the project showed an additional savings of \$164,593. The group discussed that there was an impact to our overall savings based on the changes in the district "standards of comfort". The team will continue to review the yearly report before Red Clay accepts the data.
Summer Project Review/Facility Changes	
Summer project review	<p>Ted shared a list of summer projects as well as before and after pictures. Ted reminded the group that while some of these projects are directed by the facility department based on building need, principals are also able to submit requests for projects. Principals are asked to submit these before January so that there is sufficient time to estimate costs, procure materials/contractors, etc. While we encourage submission by January, we try to accommodate requests that come in later in the year.</p> <p>Ted reviewed the PreK changes with the Early Years Program expanding to include a center at the previous "Central School" on Telegraph Road. Ted thanked the maintenance staff and building custodial staff for all their assistance getting that space ready over the summer.</p>
Clean Campus Awards	
Update	Ted thanked the committee for the previous suggestion of enlisting a vendor to sponsor the Clean Campus Awards. Brian Kingsland from ImperialDade has agreed to sponsor the Clean Campus awards this year with a donation of \$500. In addition, the field supervisors are redesigning the Clean Campus awards to use a quantitative measure. In addition, the team will be looking to develop individual recognitions for team members who go above and beyond.
Facility Rental Fees	



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Update	<p>Ted shared a report of external facility rentals from FY19. This was the first full year with the new scheduling software. This enables us to review total fees, discounts, etc. more easily. Yearly activity rentals fluctuate so it is difficult to determine whether price changes affect rentals. However, we are able to confirm that Facility Rental Revenue was higher than FY18 so its safe to assume that the increase in fees did not cause a decrease in facility usage. Mike Hartsy reminded the committee that the fees collected often do not cover the additional time and effort required of custodial staff. Ted agreed that there is a trade off and that while it takes additional effort of the custodial staff, we value providing safe places for community member activities and we are cognizant of the tight budgets of many non-profits.</p>
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Next meeting	
Update	<p>2019-2020 Meeting schedule -</p> <p>December 9th - Minor Cap Budget/Project Review March 9th - Agenda T.B.D. June 8th - Agenda T.B.D.</p> <p>6:00 PM Board Room, Baltz District Office, 1502 Spruce Avenue, Wilmington, DE</p>

Next meeting: 12/9 - Baltz Board Room, District Office, 1502 Spruce Avenue, Wilmington, DE

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