

Edwardsville Township  
Facility Planning Committee

COMMITTEE MEETING MINUTES  
For meeting held on March 28, 2014 at 4:00 p.m.  
Hays Mallory Community Building  
216 Crane Street in Edwardsville, Illinois

Committee Members Present: Paul Abert, Jamie Henderson, Paul McNamara, SJ Morrison, and Rod Vaught

Committee Members Not Present: Al Suguitan, Paul Pitts

Township Staff Present: April Crew-Kelly

1. Welcome
  - a. Committee Chairman SJ Morrison called the committee meeting to order at 4:35 p.m.
  - b. Committee attendees verified.
  - c. Motion to approve minutes from 3/14/14 Committee Meeting made by Mr. Abert. Motion seconded by Mr. McNamara. Minutes from 3/14/14 Committee Meeting approved.
  - d. SJ Morrison introduced SIUE MPA intern April Crew-Kelly.
2. Committee Objectives
  - a. The committee discussed conditions of Township facilities
    - i. Details of the commercial inspection report, City of Edwardsville code inspection report and use/financial report of the facility were discussed.
    - ii. The 2013 Community Center Rental History report was reviewed.
  - b. The committee discussed identifying stakeholder groups and developing appropriate communication tools as part of overall recommendations.
  - c. The committee discussed identifying a structure and format for the final recommendations to the Board of Directors
    - i. Due date for final recommendations to be based on Township annual budget cycle
3. Committee Plan of Work
  - a. Sub-Committee Reports
    - i. Needs Assessment – no report
    - ii. Estimate of Repairs
      1. The committee discussed estimated renovation costs to be compiled for the HMCC should only include an estimate to complete the necessary repairs to put the facility in compliance with current life safety codes.
    - iii. Real Estate Appraisal subcommittee
      1. Real estate appraisal of the HMCC structure and land with and without the existing structures scheduled for March 31, 2014, at 7:30 a.m.
  - b. The committee identified five specific reports to be produced:
    - i. Life-Safety Review – Jaimie Henderson
    - ii. Potential Value of all property – Paul McNamara/SJ Morrison
    - iii. Needs assessment – Township Staff
    - iv. Market Survey of comparable use locations – Township Staff
    - v. Stakeholder survey – TBD
  - c. The committee requested the Township provide information regarding the Township annual budget cycle
4. Next Committee Meeting
  - a. Friday, April 11, 2014 at 3:30 p.m. at the Hays Mallory Community Building at 216 Crane Street, in Edwardsville.
  - b. Motion to close the meeting was made by Mr. Abert. Motion seconded by Mr. McNamara. Meeting was adjourned at 5:25 p.m.