



Madison County Government
Facilities Management

Kurt M Geschwend • Building Administrator
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MEMO

To: *Members of the Buildings & Facilities Management Committee*

From: *Kurt Geschwend, Facilities Management*

Date: *Thursday, February 16, 2017 - REVISED*

Re: *Discussion Topics for the Tuesday, February 21, 2017 meeting at 5:00 pm
At the Administration Building, Room 145*

1. Approval of the Monday, February 6, 2017 Committee Meeting Minutes.
2. Project Status

Administration Building – Parking Lots
Administration Building – Court Security Room
Courthouse – Engineering Services
Criminal Justice Center – Boiler #1
Jail – Architectural and Engineering Study
Wood River Facility – 911 TV's
Wood River Facility – Child Advocacy Center

3. Request for Use of County Property

Greater Gateway Association of Realtors requests the use of the County Board room on 3/23/17 at 8:30am to 10:45am for a leadership development meeting.

Prevent Child Abuse IL requests the use of the Administration building lobby 3/31/17 at 10am for Child Abuse Awareness month kickoff.

Child Advocacy Center requests the use of the Administration building lobby for the display of paper children and a large wooden pinwheel for Child Abuse Awareness month starting 3/29/17 through the month of April.

Veterans Assistance Commission would like to make the building committee aware of their meeting times and use of the County Board Room. Dates are as follows:
3/16/17, 6/15/17, 9/21/17, 12/21/17 at 6:30pm

4. Approval of the Purchase Order Report, Purchase Requests, Invoices, & Resolutions
Revised: 2-16-2017
cc: Vanessa Jones, Kimberly Thomas

INVOICES:

Capital Outlay - \$939.49

RESOLUTIONS:

PURCHASE REQUESTS:

6. **New Business**

Next meeting at 5:00 pm on Monday, March 20, 2017