



Madison County Government  
**Facilities Management**

*Kurt M Geschwend* • Building Administrator  
Madison County Administration Building  
157 N. Main St. Suite 57 • Edwardsville, IL 62025-1966  
Phone (618) 296-4494 • Fax (618) 296-7050  
email [kmgeschwend@co.madison.il.us](mailto:kmgeschwend@co.madison.il.us)

*Alan J. Dunstan*  
County Board Chairman

**MEMO**

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

**From:** *Kurt Geschwend, Building Administrator*

**Date:** *Wednesday, June 3, 2015*

**Re:** *Discussion Topics for the Monday, June 8, 2015 meeting  
At the Administration Building*

---

1. Approval of the Monday, May 11, 2015 Committee Meeting Minutes.

2. Project Status

Administration Building – IT Office  
Administration Building – Cleaning and Resealing  
Courthouse – Tuck Pointing and Sealing  
Courthouse – Engineering Services  
Detention Home – Door Lock and Hardware Replacement  
Highway Department – Salt Shed Repairs  
Jail – Needs Assessment Study  
Wood River – Employment and Training  
Wood River – Basement Chiller Replacement  
Wood River – Roof Replacement

3. Request for Use of County Property

HeplerBroom, LLC requests the use of the Courthouse entrance, security lobby, and 3<sup>rd</sup> floor asbestos court room for a promo video shoot. Date requested is Saturday, June 27<sup>th</sup>, 2015 from 7:30am to 2pm. 15 participants will be involved. Video equipment including a glidecam will be used.

4. Approval of the Purchase Order Report, Purchase Requests, Invoices, & Resolutions

**INVOICES:**

**RESOLUTIONS:**

Revised: 6-3-2015

cc: Vanessa Jones, Linda Ogden

**PURCHASE REQUESTS:**

5. **New Business**

Next meeting at 2:30 pm on Monday, July 8, 2015

Revised: 6-3-2015

cc: Vanessa Jones, Linda Ogden