

Friends of The Volcano School of Arts & Sciences
Meeting Minutes
February 4, 2021
4:30 PM
Zoom Virtual Meeting
APPROVED MINUTES

Documents review at 4:00 PM:

Directors Present: Mara Saltzman, Lorna Larsen-Jeyte, Melissa Fletcher, David Goodman, Kalima Kinney (ex-officio), Aubrey Hawk

Directors Absent: Ian Cole, Jeffrey Memel, Matt Luera

Members/Guests Present: Lynn Melena, Tamar DeFries

Meeting at 4:30 PM:

Directors Present: Mara Saltzman, Lorna Larsen-Jeyte, Melissa Fletcher, David Goodman, Kalima Kinney (ex-officio), Aubrey Hawk, Matt Luera, Jeffrey Mermel

Directors Absent: Ian Cole

Members/Guests present: Lynn Melena, Tamar DeFries, Ted Pirsig

Call to Order: Mara Saltzman called the meeting to order at 4:38 PM.

Minutes from January 7, 2021: Minutes were presented by secretary Mara Saltzman. **Melissa Fletcher motioned to approve minutes; Lorna Larsen-Jeyte seconded the motion, all in favor (7); none opposed.** _

Financials: Financials consisting of 12/30/2020 Profit & Loss by Class, Balance Sheet, Kitchen GIA report, and Funds summary were presented. **David Goodman motioned to approve financials; Aubrey Hawk seconded; all in favor (7); none opposed.**

David Goodman has reviewed and approved the most recent bank reconciliation.

The board discussed the process in which Covid-19 relief donations are accepted and distributed.

Challenges to having the CIP money released was discussed. The funds get routed through the Charter School Commission. The funds were accidentally drawn by the State Office of Budget and Finance from the incorrect source.

Principal's Report: The school contracted with Civil Construction to put down a pad for the container.

To streamline the process, it might make more sense to have the school accept and hold the CIP money for the project. Originally, the plan was to move the CIP money from the school to

FVSAS. For liability protections, it might be better to have the school hold and use the CIP funds to pay for the project's bills.

Committee Reports

Procurement Policy Review: The draft Procurement Policy revision is nearly complete and is almost ready for board vote. The Board Directors may choose to meet with the team that drafted it to examine it more closely. An evote could be held in the next week.

Construction Committee Report: See Addendum.

The Board discussed if the mobile kitchen installation should be prioritized. The mobile kitchen is being stored at Civil Construction's site until further notice.

Nomination Committee: Nothing to report at this time.

Unfinished Business: The Board Training is being worked on at this time.

Mobile Education Trailer: The mobile classroom from Something Good in This World is in New York and still available to VSAS at only the cost of shipping. The cost to ship it is about \$20,000 to 30,000. Kalima thinks that the school could host this sustainable building for the County to show as an example of a sustainable structure: She hopes to meet with the new director of County R&D about this. **Melissa Fletcher and Jeffrey Mermel will get quotes to ship the mobile education trailer here from New York.** Other members of this Friends board have ideas on where to apply for funding of the shipping costs.

Next meeting date/time: March 4, 2021 at 4:00 PM for document review and 4:30 PM for the meeting.

Motion to adjourn: **Melissa Fletcher motioned to adjourn at 5:42 PM; Lorna Larsen-Jeyte seconded the motion; all in favor (7); none opposed.**

Minutes respectfully submitted by

Mara Saltzman

FVSAS Secretary

February 4, 2021 Draft/unapproved

March 4, 2021 Approved

Addendum:

Updated Construction Notes (Subject to Change)

February 3, 2021 (for February 4, 2021)

Civil Construction. See attached: Construction Tracking and Photo Journal.

Mobile Kitchen: Relocated to Civil Construction's location at Shipman Industrial Park. Prior storage location requested removal, as location could not accommodate pest treatment and further storage. Pest treatment and relocation is estimated to occur within the next two weeks.

Cesspool: An existing cesspool was located that was not identified on the plans. The cost of the removal and backfill of the cesspool is within the current budget (estimated at \$4,044.65). See attached document titled, "HVAS T&M - Existing Cesspool Removal & Backfill", received on February 1, 2021.

Inspection: Line inspection occurred on Friday, January 22, 2021. Fire inspection passed.

Upcoming Activities:

1. Cleanout concrete pour.
2. Cast iron sewer cleanout cover installation,
3. Grading.
4. Paving.
5. Gate and fence installation.

Engineering Partners (EPI).

Phase II Building Permit. Per EPI on February 2, 2021, "We've picked up the plans and I am planning to meet with Seth tomorrow to go over what's removed/altered. We hope to get everything back in on Friday."

Seth Warner Design LLC. Assisting with updating Phase II Permit Plans.