

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

4:00PM Document Review:

Directors Present: Mara Saltzman, Jeffrey Mermel, Lorna Larsen-Jeyte, Aubrey Hawk, Melissa Fletcher, Matt Luera

Directors Absent:

Guests/Members Present: Lynn Melena

4:30PM Board Meeting:

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

Directors absent:

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

Call to order: Ian Cole called the meeting to order at 4:34PM.

Welcome/announcements:

Minutes from February 4, 2021: **Lorna Larsen-Jeyte moved to accept the minutes with one small correction on the location of the meeting in the heading; Ian seconded the motion; all in favor (8); none opposed.**

Financials: Financials consisting of 1/31/21 Profit & Loss by Class, Balance Sheet, Kitchen GIA report and Funds summary were presented. The large balance reflects the time gap between receiving funds and sending the check to Civil Construction.

David Goodman motioned to accept the financials; Jeffrey Mermel seconded the motion; all in favor (8); none opposed.

David Goodman reviewed the most recent bank reconciliation.

The release of CIP money is currently being worked on by state workers in a number of offices. FVSAS is awaiting a letter to be sent from one office to another office regarding the release of funds.

After June 30, 2021, FVSAS may need to have another bookkeeper for the financials or financial work may still be completed by the school with a MOU in place.

Construction Committee Report: Entry gate and fence are going in next week. Paving will occur after installation of the gate and fencing. Soil sampling and management are fully complete. Phase I is nearly complete. See addendum for full report.

Procurement Policy: Thresholds on micro-purchases and small purchases were raised in the latest draft.

Melissa Fletcher motioned to accept the new Procurement Policy as presented on 3/4/2021; David Goodman seconded the motion; no further discussion; all in favor (8); none opposed.

Nominations Committee: There are no nominations at this point in time.

Unfinished Business: Aubrey made a draft board self-evaluation. A group of FVSAS Directors is looking it over and giving input. Once it is finalized, a google survey will be used to distribute it to the FVSAS board.

The shipping from New York for the EnviraPod structure is being worked on by a FVSAS group with possible funding from GIFT Foundation.

The Atherton grant is not fully spent yet.

Next meeting date/time: April 1, 2021 at 4:00 for document review and 4:30 for the meeting.

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Motion to adjourn: **Ian Cole motioned to adjourn at 5:17 PM; Melissa Fletcher seconded the motion; all in favor (8); none opposed.**

Minutes respectfully submitted by
Mara Saltzman
FVSAS Secretary
March 4, 2021 Draft/unapproved
April 1, 2021 Approved

Addendum:

FVSAS/VSAS Board Meeting
Updated Construction Notes (Subject to Change)
March 4, 2021

Civil Construction.

Attachments: Construction Tracking and Photo Journal.

Mobile Kitchen: Will remain at Shipman Industrial Park, until site prepared for mobile kitchen installation. Pest treatment and relocation is estimated to occur within the next two weeks.

Upcoming Activities:

1. Gate and fence installation. Scheduled for March 8, 2021
2. Paving. To occur after gate installation.

Engineering Partners (EPI).

Resubmittal of Permit Application. Per EPI on March 3, 2021, “We resubmitted the plans last Friday (February 26, 2021). They were revised with attached (see Resubmittal of Permit Application) to delete the kitchen trailer and show stubouts for utilities while we work out the actual temporary connection methods/materials for utilities. We don’t have the architectural changes, because they were done on the plans returned, but will ask Seth to update his CAD files and forward.”

Attachments: Transmittal, Resubmittal of Permit Application, Revised Wet Signed Plans, and Plan Review Comments Letter.

Seth Warner Design LLC. Resubmittal of Permit Application.

Integral Consulting, Inc. Per Integral Consulting Inc. on February 17, 2021, “We recently helped the Volcano School of Arts & Sciences with soil investigation activities. As they were gearing up for a planned campus expansion, we performed soil sampling ahead of construction activities. We included testing of soil around the only existing building that dates from the 1930s. This building will be kept in place. Around this building, total lead averaged around 400 mg/kg, above the unrestricted EAL. Given the limited area, and that a contractor was already mobilizing for construction, the school decided to go ahead and remove the top 1 foot of soil around the building perimeter. We supported the school with confirmation sampling and also with obtaining a waste profile for the landfill.

Note that this school is not under DOE management as a charter, therefore it was not included in our East Hawaii project. The school reached out to DOE (Gary) for a recommended environmental consultant, and that is how we got involved.

I am attaching the findings letter that details all activities performed by Integral at the school, so that you are in the loop.”

Attachment: Volcano School_Findings Letter_2021-02-16.