

Friends of The Volcano School of Arts & Sciences
Meeting Minutes
April 1, 2021
4:30 PM
Zoom Virtual Meeting
APPROVED MINUTES

4:00 Document Review:

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

Directors Absent:

Guests/Members Present: Lynn Melena, Tamar DeFries

4:30 Meeting:

Directors Present: Lorna Larsen-Jeyte, Matt Luera, Mara Saltzman, Jeffrey Mermel, Melissa Fletcher, David Goodman, Ian Cole

Directors Absent: Aubrey Hawk, Kalima Kinney (ex-officio)

Guests/Members Present: Lynn Melena, Tamar DeFries, Bill Hamilton, Ted Pirsig

Call to order: Jeffrey Mermel called the meeting to order 4:30PM.

Welcome/announcements: Jeffrey Mermel introduced Bill Hamilton to the FVSAS Board. Bill Hamilton has been a major volunteer for VSAS and has served as President of Volcano Art Center board. Bill has construction experience. Bill is interested in being considered as a FVSAS Director, as of June 2021 and would like to serve on the construction committee. Bill will join FVSAS as a member, as of tonight.

E-vote from March 2021: **Mara Saltzman motioned that FVSAS seek a 60k grant through the GIFT Foundation for the EnviraPod relocation to Hawai'i Island to support sustainability education; Melissa Fletcher seconded the motion; all in favor (8); none opposed.**

Minutes from March 4, 2021: Secretary presented minutes from March 4, 2021. One edit to the financial section of the minutes was suggested. Lorna Larsen-Jeyte moved to accept minutes from March 4, 2021 as corrected; David Goodman seconded the motion; all in favor (6); none opposed.

Financials: Financials consisting of 2/28/21 Profit & Loss by Class, Balance Sheet, Kitchen GIareport, Funds Summary, and the Grant Summary for Keakealani Project were presented.

Ted Pirsig presented that there is an approximately \$720 covid-relief balance.

David Goodman moved to accept the financials and bank statement; Matt Luera seconded the motion; all in favor (6); none opposed.

David Goodman moved to accept the 2021 audit; Melissa Fletcher seconded the motion; discussion was about 4 points shared by auditors as presented by Ted Pirsig; all in favor (6); none opposed.

The upcoming replacement of bookkeeper for FVSAS was discussed. VSAS hired Jessica Rojas for business management. One person for both FVSAS and VSAS bookkeeping reduces duplication of effort.

Construction Committee: Construction Meeting notes attached below.

Unfinished Business: Kalima is finalizing the board training questionnaire.

Lease Between FVSAS and VSAS for the grades 3-5 Buildings at Old Volcano Road Designed by Boone: The school pays \$8,000 year in rent to FVSAS for the buildings; VSAS pays the other expenses. This agreement is not new, but the formality of a lease is newly required. The school originally paid to construct these buildings and the buildings were donated to FVSAS because schools cannot own buildings.

Jeffrey Mermel motioned to accept the lease agreement between FVSAS and VSAS with David Goodman as lease signer on behalf of FVSAS; Lorna Larsen-Jeyte seconded the motion; all in favor (6); none opposed.

Ian Cole arrived in the meeting at 5:04pm.

Next meeting date/time: May 4, 2021 4:00pm document review; 4:30pm meeting.

Motion to adjourn: **Lorna Larsen-Jeyre motioned to adjourn at 5:10PM; Melissa Fletcher seconded the motion; all in favor (7); none opposed.**

Minutes respectfully submitted by
Mara Saltzman
FVSAS Secretary
April 1, 2021 Draft/unapproved
May 6, 2021 approved

Addendum:

FVSAS/VSAS Board Meeting
Updated Construction Notes (Subject to Change)
March 29, 2021 (for April 1, 2021)

Civil Construction.

Attachments: Construction Tracking (no update) and Photo Journal.

Civil Construction has completed work under the Original Contract and Change Orders One (1) and Two (2).

Upcoming Activities:

1. Paving/Driveway – roughly 30 feet that ties into the road was completed on March 31, 2021. See permit attached.
2. Pay Application No. 3 reviewed and returned to Civil Construction with comments on March 29, 2021.
3. Precast Drywells (Phase II/Classroom).

Note: Civil Construction has been advised per instruction to focus on the classroom installation. Funds available are: \$59,601 (GIA and Contracted with Civil Construction), \$52,083 (GIA and Contracted with Civil Construction), and \$50,000 (Atherton). Upon receipt of the final classroom installation costs from Civil Construction, final sources and uses (budget) can be generated.

Engineering Partners (EPI). Email received/read on March 30, 2021 (sent on March 29, 2021 at 5:09 PM) stated, “Sorry but we don’t have any news on permitting for the portable classroom. I will call tomorrow to get the assigned permit number and progress of who has reviewed, etc. Our most recent experience is that permits are taking 4-6 months. We can’t really ask the division to expedite permits as we have many clients in permitting. However, if the school can do whatever it can to get help with contacts they have, it may expedite. The new Mayor has expressed a desire to speed up permitting so it may be worthwhile to try.”

Conference call held on April 1, 2021 with Kalima Kinney, Tamar deFries, and Brian Funai. As of April 1, 2021, the following have reviewed and approved the building plans: Planning and Engineering. Department of Health, Electrical, Mechanical/Plumbing, Fire, and Building still need to review and approve.

VSAS Keakealani Campus, Phase Two (2), Permit Numbers:

Kitchen: A2020-BH01088 (rescinded)
Classroom: A2020-BH01089 – under review
Resubmitted 2021-02-25

Seth Warner Design LLC. No update.

CIP Release. See attached letter. VSAS submitted letter to the Governor of Hawaii on Wednesday, March 10, 2021 at 1:15 PM (email confirmation). Letter was also submitted to Representative Onishi (Wed, Mar 10, 2:01 PM), Ms. Sparlin (Wed, Mar 10, 2:06 PM), Deputy Director Yu (Wed, Mar 10, 2:16 PM). All parties acknowledged receipt.