

**Friends of The Volcano School of Arts & Sciences**  
**Meeting Minutes**  
**May 5, 2022**  
**4:30 PM**  
**Zoom Virtual Meeting**  
**APPROVED MINUTES**

Directors Present: Kalima Kinney (ex-officio), Bill Hamilton, Mara Saltzman, Matt Lurera, Ian Cole, Aubrey Hawk, Lorna Larsen-Jeyte

Directors Absent: Jeffrey Mermel (excused), David Goodman (excused), Melissa Fletcher (excused)

Guests/Members Present: Lynn Melena, Tamar DeFries, Jessica Rojas

Call to order: Ian Cole called the meeting to order at 4:31PM.

Welcome/announcements:

Minutes from April 7, 2022: **Lorna Larsen-Jeyte motioned to approve the minutes from April 2022; Matt Luera seconded the motion; no further discussion; Ian Cole abstained (1); votes in favor (5); none opposed.**

Financials: Financials consisting of 3/31/2022 Profit & Loss by Class, Balance Sheet, and Fund Balances summary were presented by Jessica Rojas.

The 2nd \$25,000 is coming from Atherton soon. EnviraPod donations are still coming in.

David Goodman reviewed the March 2022 bank account statement and reconciliation and approved them.

Expending CIP funds procedures were discussed.

**Ian Cole motioned to approve the 3/31/2022 financials as presented; Matt Luera seconded the motion; no further discussion; all in favor (6); none opposed.**

The engagement letter for 2022 from Carbonaro CPAs was discussed. The seeking of additional quotes was discussed. The possibility of an abbreviated audit with less cost was discussed.

Accessing Federal Funds over 750K through grants requires an annual audit.

The development of a FVSAS-led fund to support student needs similar to the Covid-Relief fund was discussed. The idea was brought to FVSAS by school counselor Kim Miller.

Fixing a neighbor's property from our construction-related mud was discussed.

May Day and Ho'olaulea were discussed.

Cobra the Covid-Detecting dog was discussed.

Construction: See Addendum

Permit is in hand. The portable classroom is being assembled.

Unfinished Business: The joint retreat with the Governing Board is postponed again. It may be held this summer.

The Website renewal fee and applying the two-year discount requires approval by David Goodman.

New Member/Director recruitment was discussed along with the skills FVSAS seeks in construction knowledge and/or fundraising, etc.

Possible property purchase was discussed.

Next meeting date/time: June 2nd at 4:30PM

Motion to adjourn: Matt Luera motioned to adjourn at 5:40PM; Aubrey Hawk seconded the motion; all in favor; none opposed.

Minutes respectfully submitted by

Mara Saltzman

FVSAS Secretary

May 5, 2022 Draft/unapproved

June 2, 2022 Approved

**Addendum:**

FVSAS/VSAS Board Meeting  
Construction Notes (Subject to Change)  
April 2022 (for May 5, 2022 Meeting)

**Civil Construction.**

Construction Update.

Upcoming scheduled work: 1) Classroom Portable, 2) Electrical, 3) Mobile Kitchen Pad, 4) ADA Walkways, and 5) A/C Removal.

See attachment titled "April 2022 Photo Journal" (Attachment No. 1\_ April 2022 Photo Journal).

## **Engineering Partners (EPI).**

### Permit, IT, and RFI

- GC forms Project Declaration Form(s) were uploaded to DPW EPIC System via EP, along with Building Permit Authorization and Executive Order Documents for Proof of Ownership.
- EPI observed GC completing the closure of the injection well (septic) and is preparing submission of report to DOE, which requires a form to be executed by GC. GC executed form.
- DPW issued Building Permit on April 14, 2022.