

Friends of the Volcano School of Arts & Sciences  
Meeting Minutes  
September 1, 2022  
4:30 PM  
APPROVED MINUTES

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

Directors Absent: Mara Saltzman (excused)

Guest/Members Present: Lynn Melena, Jessica Rojas

Guest/Members Absent: Tamar DeFries

Call to order: Ian Cole can the meeting to order at 4:36PM.

Minutes from August 4, 2022: (replace with construction minutes for public view).

Aubrey Hawk motioned to approve the minutes, Lorna Larsen-Jeyte seconded. In favor (7); 1 Officer absent; none opposed.

Financials:

David Goodman reviewed and approved the 7/31/2022 bank statement and reconciliation. David Goodman motioned to accept the September 1, 2022 financials as presented; Aubrey Hawk seconded. In favor (7); 1 Officer absent; none opposed.

Principal's Report:

Kalima Kinney reported that the St. Theresa's Mountain View leased property is looking good. Some interior painting was done. Next the outside and roof will be painted. This lease was approved by the Commission pending approval of the VSAS Governing Board's August 11, 2022 minutes. A Governing Board emergency meeting will follow this meeting. Kalima mentioned that VSAS will hire an off-duty police officer to manage traffic. The officer did not believe there would be any issue with the drop-off period.

Committee Reports

Construction Committee: Melissa Fletcher reported that the Certificate of Occupancy for the Portable was approved. The committee, including Tamar DeFries, Matt Luera, Ian Cole, and Melissa Fletcher will meet next week to discuss the Phase 2 design planning. Mara is coordinating activities to recognize and thank Civil Construction for their excellent work. Aubrey Hawk will work with Kalima Kinney on a Cooper Center newsletter article for next month that will detail this accomplishment.

Funds Development Committee: Aubrey Hawk stated that there were no activities to report. However, for Fall 2023 an in-person event is possible. The Rotary Club has adopted the school and plans to do grounds beautification as well as help in class.

Nomination Committee: Jeffrey Mermel announced that Aubrey Hawk and Lorna Larsen-Jeyte have joined the committee.

Unfinished Business:

The board retreat was discussed and is still tabled. However, it may take place in the latter part of January 2023. A joint retreat with the VSAS Governing Board is still being considered.

New Business:

Next Meeting Date/Time: October 6, 2022 at 4:30 p.m. Meeting may be held at KKL.

Motion to adjourn: Lorna Larsen-Jeyte motioned to adjourn at \_\_\_\_\_ p.m. Melissa Fletcher seconded; all in favor (7); none opposed.

Minutes respectfully submitted by

Lynn Melena for  
Mara Saltzman  
FVSAS Secretary

Addendum: Construction Notes

FVSAS/VSAS Board Meeting  
Construction Notes (Subject to Change)  
July 2022 (for August 4, 2022 Meeting)

**Civil Construction**

**Construction Update.**

- Tree (staff requested, confirm if staff is still interested)
- Patch Cement (along the curbing, punch list item)
- HELCO/Electrical Remaining Work (budgeted, punch list item)
- Electrical, Water, and Sewage Mount/Ties for Kitchen Trailer (budgeted, punch list item)
- Portable Grease Trap (quote)
- Water Tank (quote)
- Gas Tank/Installation (quote)
- Internet/Cable (owner requested/approved, change order requested)
- Towing Cost for Kitchen Trailer (owner request/approved, change order requested)
- Ant Treatment for Kitchen Trailer (owner request/approved, change order requested)

See attachment titled “July 2022 Photo Journal” (Attachment No. 1\_ July 2022 Photo Journal).

**Engineering Partners (EPI)**

**Electrical Plans Update:** County Building Clerks advised on July 8, 2022, that the plans are now available for the electrical and building reviewer to review. The review fee is \$641.

**Hawaii County, HI**

**Payment Confirmation**

<b>Payment Date</b>	Friday, July 8, 2022			
<b>Order Number</b>	28747			
<b>Line Items</b>				
<b>Invoice #</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total Price</b>
INV-00014990	A2020-BH01089_MGT	1	\$641.00	\$641.00
<b>Item Total</b>				\$641.00
<b>Service Fee</b>				\$18.91
<b>Order Total</b>				<b>\$659.91</b>

Thank you for your payment.

Hawaii County, HI

**Overhead/Underground Installation Document:** See Attachment No. 2.

**Septic System Documents:** Signatory and Certification Statement. Attached are the executed IWS and UIC forms. See Attachment No. 3.