

Friends of The Volcano School of Arts & Sciences
Meeting Minutes
October 6 ,2022
4:30 PM
Zoom Virtual Meeting
APPROVED MINUTES

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

Directors Absent: Kalima Kinney (ex-officio) (excused), Ian Cole (excused)

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

Call to order: Jeffrey Mermel called the meeting to order at 4:34PM.

Minutes from September 1, 2022: correction: Mara Saltzman was excused for September's meeting. **Lorna Larsen-Jeyte motioned to accept the minutes as corrected; David seconded the motion;** no further discussion; **Mara Saltzman abstained; 6 in favor; none opposed.**

Davis Goodman did not receive the August 31, 2022 bank statement by email and will review when he receives. Approval of bank statement and reconciliation tabled to next month.

Financials: There were \$950 in September plus \$100 previously for Pay-It-Forward deposits from various donors. August 31, 2022 Profit and Loss and Balance Sheet were presented by Jessica Rojas . There was a large increase in rent income due to the new Mt. View site. FVSAS pays the church rent and the school leases from FVSAS. The school paid two FVSAS two months rent for Mt. View. And the school pays FVSAS in quarterly installments now. The school can not pay a security deposit so FVSAS paid the security deposit.

Aubrey Hawk is continuing to do the Pay-It-Forward tax receipts letters.

David Goodman motioned to accept the financial report; Jeffrey seconded the motion; no further discussion; all in favor (7); none opposed.

Mara Saltzman will follow up with High School Music/Special Education Teacher for musical Mahalo for Civil Construction. The banner is ready.

Construction Committee: Tamar DeFries reviewed the construction summaries presented and summarized the many change orders. Mara Saltzman asked about the original contract price for portable and the installation of the portable at OVR, which did not occur years ago when the portable was delivered to OVR. Tamar noted that the installation cost for the portable at KKL had to do with infrastructure, specifically the plumbing, electrical, and internet. Tamar is working on a project timeline and needs help with filling information prior to 2020: Teamwork can be a

resource. Lynn will check for the timeline she did a few years ago. Request for qualifications process was discussed briefly regarding the next phase.

Jason Price will be doing the painting of the Mt. View site.

Tamar DeFries will send Jessica Rojas the Certificate of Occupancy. Jessica needs this to calculate depreciation.

The auditors asked who will own the assets. FVSAS going into audit in November. Asset ownership is still being clarified for the future. Possibly mobile units may stay the books of FVSAS and possibly other assets get transferred to the school. We need to raise another 3 to 4 million dollars and FVSAS will hold that money as an asset possibly. The 12 million goes to the school. If FVSAS files for federal funding (not New Markets Tax Credits), FVSAS has to hold the assets for 20 years, Tamar says. Prior to the CIP, specifically for the first GIA grants, FVSAS had site control. Tamara says best assets remain on FVSAS books and Tamar is willing to talk with auditors about how assets are held (see mention below of a possible Development Agreement meeting).

In the next phase, the process of requesting the qualifications of contractors and engineers will be occurring as this is a design build process.

Principal's Report: (Sent to FVSAS board by email) Invitation to FVSAS participate in interviews of teachers for Self Study for Accreditation - this Wed October 12 at 1:30-3:30 pm. See email and sign up if you are available and interested. We will be finalizing interview assignments on Monday. Civil mahalo banner is ready: ready to schedule with Lance. In answer to Jeffrey Mermel's inquiry to Kalima as to why the mobile kitchen didn't come with appliances in place, Kalima replied that FVSAS/VSAS have appliances and kitchen grants annually are easy to get.

Funds Development Committee: There is nothing to share at this time.

Nominations Committee: There is nothing to share at this time.

Board Retreat: The board Retreat will possibly be held in January or February with the Governing board (to be determined).

New business: The FVSAS Board discussed the possibility of outlining a Development Agreement about Site Control involving both the FVSAS Boards and The Governing Board Chairs, the School Principal, the Vice-Chairs, Treasurers, and Lynn Melena. The Project Charter and Project Plan documents were developed by Kalima a while back and may be referred to for this.

Next Meeting Date/Time: November 3, 2022 4:30PM in zoom.

Motion to adjourn: Melissa Fletcher motioned to adjourn; David Goodman seconded the motion; all in favor (7); none opposed.

Minutes respectfully submitted by

Mara Saltzman

FVSAS Secretary

October 6, 2022 Draft/unapproved

Approved November 3, 2022