

**Friends of The Volcano School of Arts & Sciences**  
**Meeting Minutes**  
**January 5, 2023**  
**4:30 PM**  
**Zoom Virtual Meeting**  
**APPROVED MINUTES**

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

Directors Absent:

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

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

Minutes from 12/1/22: **Matt Luera motioned to accept the minutes from December 1, 2022, Melissa Fletcher seconded the motion; no discussion; 1 abstain (Ian Cole); in favor (7).**

Financials: 11/30/22 Profit and Loss by Class and 11/30/22 Balance Sheet (financials) were presented by Jessica Rojas.

Bank reconciliation note: A check memo line called audit adjustment is related to the final balance with EPI. To pay that vendor, Jessica Roja had to enter this info in the memo line.

David Goodman reviewed and approved the November 2022 bank statement and bank reconciliation.

The Attorney General (AG) has been on vacation and has not reviewed the grant agreement yet. This impacts when the audit can be completed. Effective January 3, we have a new AG council. We need the answer on the question to AG in order to move forward with the master build.

An anonymous donation of \$1,000 came in for unrestricted funds.

Fixed assets stay with FVSAS until AG advises about the grant agreement.

**David Goodman motioned to accept current financials as presented; Jeffrey Mermel seconded the motion; no further discussion; all in favor (8); none opposed.**

David Goodman reviewed and approved the 11/30/22 bank statement and reconciliation.

Principal's Report: The FVSAS board talked about the St. Theresa site spaces and a presentation mahalo for Civil Construction. A possible new school site was discussed.

Construction Committee Report: RFQ and RFP process was discussed for the Design Build: a committee meeting is being planned for next week 1/10/23. The procurement policy to follow (VSAS Governing Board's or FVSAS's) for the Design Build is dependent on the grant agreement being approved by the AG or not.

Lance/Civil Construction is currently tying up projects under Change Orders at KKL regarding the mobile kitchen and water tank. Next step with the mobile kitchen involves getting a kitchen/food permit from Dept. of Health.

Funds Development: Possible donation from VCA coming for the Pay it Forward fund.

Board Recruitment: nothing at this time.

Unfinished Business: Joint Retreat with VSAS Governing Board is being planned: FVSAS Board is suggesting March 11, 2023 as a possibility.

New Business: none at this time.

Next Meeting Date/Time: February 2, 2023 at 4:30PM on zoom.

Motion to adjourn: Matt Luera motioned to adjourn at 5:22PM; Jeffrey Mermel seconded the motion; all in favor; none opposed.

Minutes respectfully submitted by  
Mara Saltzman  
FVSAS Secretary

January 5, 2023 Draft/unapproved

March