

Friends of The Volcano School of Arts & Sciences
Meeting Minutes
March 2, 2023
4:30 PM
Zoom Virtual Meeting
APPROVED MINUTES

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

Directors Absent:

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

Call to order: Ian Cole meeting to order at 4:33PM.

Minutes from January 2023: make a note in January minutes that David Goodman reviewed and approved the November 2022 bank statement and bank reconciliation. **Melissa Fletcher motioned to accept January 2023 Minutes, Matt Luera seconded;** no further discussion: **all in favor (8).**

Minutes from February 2023: **Matt Luera motioned to approve the Feb. 2023 minutes; Jeffrey Mermel seconded the motion;** no further discussion; **in favor (5), none opposed; Ian Cole, Aubrey Hawk, and Melissa Fletcher abstained because they were absent at the Feb. 2023 meeting. Motion passed.**

Financials: Jesisca thanked the FVSAS Board for the special meeting last month.

David Goodman reviewed and approved Dec. 2022 and Jan. 2023 bank statements and reconciliation.

Letter engagement from Carbonaro CPAs (auditors) has been addressed: we are now disengaged for the 2021-22 audit. Jesisca Rojas and team, including David Goodman, Kalima Kinney, Tamar DeFries (regarding building monies), and GB Treasurer Ina Wolfe, will meet tomorrow with Carbonaro CPAs.

Jessica presented 1/31/23 Profit and Loss by Class and 1/31/23 Balance Sheet.

Large taxable rent expense (GE taxes required to be paid) has been reported every six months, might report quarterly in future.

The boards are leaving all assets with FVSAS as per the February FVSAS Board meeting decision/discussion.

\$1050 raised and \$650 expended this year for Pay It Forward. \$570 carried over from last year. So there is \$970 in bank currency designated Pay it Forward.

Melissa Fletcher motioned to approve the March 2, 2023 financials, David Goodman seconded; no further discussion; all in favor (8), no opposed, no abstained.

Principal's Report: WASC accreditation committee visit occurred this week for VSAS. Strengths and critical areas for development in their report. WE aim to have what they see to align to our report and Kalima says they do align. Accreditation commission vote in future determines the review will be in six years or less.

Rep Jeanne Kapela (no longer Representative Onishi representing our district due to redrawn district lines) visited our school in the last week. Lorna Larsen-Jeyte, Aubrey Hawk, and Kalima Kinney met with her on campus. Students met with Representative Kapela as well. Representative Kapela stated that she supports GIAs for anything not on state land and supports an additional CIP to finish the KKL project. Representative Kapela discussed with Kalima Kinney possible gun safety/safe storage PSAs.

Construction Committee Report:

Distinguishment between temporary and permanent buildings: Permanent buildings get turned over to the State, however FVSAS owns and will continue to own temporary buildings. When under construction, buildings are under FVSAS ownership and oversight.

Tamar DeFries clarified that CIP monies have only gone to permanent infrastructure and that temporary buildings are not funded by CIP.

Tamar DeFries is working with Lance from Civil Construction regarding fire safety water at KKL, final answer coming so Lance can provide us with pricing. Gas and septic ready for mobile kitchen. Power for school must be shut down for one day for installation of new boxes (spring break is coming up). Tamar DeFries is working on the Request for Qualifications documents draft.

FVSAS/ VSAS needs to reschedule Civil Construction Mahalo from students when Civil Construction are there working on the mobile kitchen.

Funds Development: Aubrey Hawk made a clarification about the intention of VCA donation to Pay it Forward, specifically the money being intended to meet the needs of families in need.

Board Recruitment: Nothing to report at this time

Old Business: Board Retreat planning discussion: Overlapping a couple of hours with GB retreat was discussed. The FVSAS Board Retreat is scheduled for 9am on March 11, 2023. The Governing Board is scheduling the venue, possibly in Pahala. Topics for discussion at Board Retreat could possibly be funds development, community engagement for funds development, and brainstorming about a FVSAS annual meeting, New Market Tax Credits training. Tamar DeFries offered to help with a presentation to the community, such as at an

annual meeting. The Board Retreat could be a dinner or luncheon and an activity in collaboration with the GB.

New Market Tax Credits discussed tonight, with insight from Tamar DeFries, can be reviewed at the retreat.

Possible community-building art activity for Board Retreat was briefly discussed. A sub-committee should come together to plan this. March 11th Retreat ideas tabled for now: Jeffrey will follow-up with an email.

New Business: none at this time.

Next Meeting Date/Time: April 6, 2023 4:30PM

Motion to adjourn: Matt Luera motioned to adjourn at 5:48PM; Jeffrey Mermel seconded the motion; all in favor; none opposed.

Minutes respectfully submitted by
Mara Saltzman
FVSAS Secretary

March 2, 2023 Draft/unapproved

April 6, 2023 Approved

Addendum:

FVSAS/VSAS Board Meeting
Construction Notes (Subject to Change)
December - January 2023 (for February 9, 2023 Meeting)

Civil Construction

Change Order Open Items:

Electrical/Mount – The long lead electrical equipment was received to upgrade the electrical service as per the original scope of work. EPI provided the drawings (electrical plans) to FVSAS on February 7, 2023, which were immediately forwarded to Civil Construction/Edward Hirayama Electric Inc. Civil Construction/Edward Hirayama Electric Inc. confirmed receipt of the electrical plans on February 7, 2023 and are pulling a new permit for the service upgrade. The request/reminder to EPI for the electrical plans occurred on January 17, 2023. EPI on January 19, 2023, emailed: “We wanted to receive confirmation from the school that we should provide drawings necessary for electrician to apply for electrical permit for service upgrade as originally designed.”

FVSAS/Tamar deFries provided confirmation on January 19, 2023, with a reminder that “Correct! It’s our understanding that the long lead items arrived, and the permit is needed to install and connect the mount (kitchen). I believe the mount was in the plans.”

On January 23, 2023, EPI responded “Ok, we’ve worked providing a permit set for the service upgrade into our schedule, but it will be two weeks. If we can finish sooner, we will let you know”.

FVSAS/Tamar deFries requested an update from EPI on February 7, 2023, “We just passed two weeks, so I am thinking the plans are ready. Please confirm submission to DPW.” EPI responded on the same day (February 7, 2023) with a note that included: “attached electrical plans created for the new service electrical permit. We needed to show all of the work installed as existing and only the new service as new.”

Water Tank – On standby, as waiting for Fire Department (“Kyle”) to approve the new tank for installation. Estimated response by Friday, February 10, 2023.

Gas Tank/Installation – Ready to go, anytime. Will mobilize/complete when the electrical permit is issued, and Civil Construction mobilizes.

Portable Grease Trap – The plumber is on standby. The plumber will tie in the sewage and water to the stub outs for the mobile kitchen when the electrical permit is issued, and Civil Construction mobilizes.