

Friends of The Volcano School of Arts & Sciences
Meeting Minutes
April 6, 2023
4:30PM
Zoom Virtual Meeting
APPROVED MINUTES

Directors Present: Ian Cole, Mara Saltzman, Matt Luera, Jeffrey Mermel, Aubrey Hawk, Lorna Larsen-Jeyte, David Goodman (arrived 4:40PM), Kalima Kinney (arrived 4:45 PM)

Directors Absent: Melissa Fletcher (excused)

Guests/Members Present: Lynn Melena, Tamar DeFries (arriving 5:00 PM), Jessica Rojas

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

Minutes from March 2023: **Aubrey Hawk motioned to approve 3-2-23 minutes; Matt Luera seconded the motion; all in favor (5 present Directors); none opposed.**

Financials: Preliminary audit results were reviewed, as presented by Jessica Rojas.

Jesisca Rojas presented the 2/28/23 Profit & Loss by Class and 2/28/23 Balance Sheet.

David Goodman reviewed and approved the bank statement and reconciliation from 2/28/23.

VCA donation check was written to VSAS so Jessica wrote a check to FVSAS to send that money to FVSAS, as intended by VCA.

VSAS and a SomethingGoodInTheWorld/EnviraPod fund is paying for materials for the repair of the EnviraPod. Lorna Larsen-Jeyte is asking for tours of the EnviraPod for donors.

David Goodman motioned to accept financials as stated subject to any revisions suggested by the auditors; Lorna Larsen-Jeyte seconded the motion; all in favor (7); none opposed.

Principal's Report: tabled; zoom technical problem in Kalima's microphone.

Construction Committee Report: Tamar DeFries updated FVSAS on the Fire Department approvals, permit, and water tank replacement (see addendum below). RFQ process was discussed by the FVSAS Board. Board discussed possible opportunities for preschool construction.

Funds Development: Jessica Rojas mentioned doing a fundraiser while showing the EnviraPod. Harvest Fest possibility and planning to start before the summer was discussed. Harvest Fest Committee to be formed with volunteers from the community. **Mara Saltzman will send out an email about a 2023 or 2024 Harvest Fest or Fundraising Committee (or for a Spring**

Festival or Music Festival). The EnviraPod could also be part of the Experience Volcano event at the end of July and the EnviraPod can be opened for the end of school year Ho'ike on Friday, May 26.

Board Recruitment: Mara Saltzman will research when terms end for Directors to confirm dates in FVSAS Directory document.

Unfinished Business: Jessica Rojas stated that the KKL portable building may be rented to VSAS, just as the portables at OVR are rented to the VSAS. Increases in rent over the years has covered the required insurance. FVSAS would need to add the KKL portable onto insurance and then determine the rent fee based on cost of insurance. Jeffrey Mermel suggested getting an insurance quote for EnviraPod; Jessica Rojas said that the school's insurance with the State covers the EnviraPod because it is based on an agreement with the school through the organization that owns the EnviraPod. **Jessica Rojas will get an insurance quote for the mobile kitchen and the KKL portable.**

Ian Cole asked about when building assets will transfer to the school. Jessica Rojas stated that a decision has not been made as to when the buildings transfer to the school. Kalima Kinney said during construction, building insurance is covered by the contractors but we do need coverage for time in between.

There is no news on the FVSAS retreat at this time. Kalima Kinney talked about possible retreat activities that are Hawaiian focused and school mission focused. A survey for the FVSAS Board was discussed.

New Business: FVSAS Board discussed possible opportunities for preschool construction.

Aubrey Hawk shared about Walkfest at VSAS today. Rotary supported VSAS with volunteers at Walkfest today.

The Board moved into executive session without school staff present at 5:59 PM (Mara Saltzman, FVSAS Secretary left at 5:59 PM) and the Board adjourned after 6:00 PM (at approximately 6:10 PM).

Next Meeting Date/Time: May 4, 2023 4:30 PM online.

Motion to adjourn: meeting adjourned after 6:00 PM following the executive session.

Minutes respectfully submitted by
Mara Saltzman
FVSAS Secretary
April 6, 2023 Draft/unapproved
May 4, 2023 approved

ADDENDUM:

FVSAS/VSAS Board Meeting
Construction Notes (Subject to Change)
February - March 2023 (for April 6, 2023 Meeting)

Civil Construction

Change Order Open Items:

Electrical/Mount – DPW requested a Property Declaration Form. The Form was signed via Kalima Kinney on April 3, 2023, submitted to Civil Construction on April 3, 2023, of which Civil Construction confirmed on April 6, 2023 that the Edward Hirayama Electrical received and submitted Attachments 1 (1. Property Declaration Form), 2 (2. Volcano School of Arts and Sciences - Lease Agreement 8-5-2012), 3 (3. Executive Order Keakealani School 1943), and 4 (4. Building Permit Authorization TMK (3)1-9-004-019_2-23-2018) to DPW.

Per Edward Hirayama Electrical, the electrical permit will take 2 to 3 weeks. Upon receipt, work will commence on the weekend/weekends, as to minimize any disruption on campus. To complete the electrical, Edward Hirayama Electrical will require a one-day electrical shutdown on campus.

Water Tank – Fire Department (“Kyle”) approved the new tank for installation (replace existing catchment). Attachment 5 (5. Replace Existing Catchment 032823) is the cost estimate to mobilize and remove/replace the existing catchment. The removal/replacement of the existing catchment will require a large crane. Therefore, the water tank work will occur on a weekend for safety reasons and to avoid any disruption on campus.

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.