

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

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

Directors Absent: Aubrey Hawk (excused)

Guests/Members Present: Lynn Melena, Tamar DeFries

Call to order: Ian Cole called the meeting to order at 4:35PM.

Minutes from April 6, 2023: Executive session was max ten minutes on 4-6-23. Change: "discussed possible opportunities for preschool construction."

**Matt Luera motioned to accept the April 2023 minutes as corrected. Jeffrey Mermel seconded the motion;** no further discussion; **all in favor (7); none opposed.**

Financials: Jessica Rojas submitted the financials to the FVSAS Board by email prior to the meeting for review and approval, including 3/31/23 Profit & Loss by Class and 3/31/23 Balance Sheet.

Auditors signed off on journal entries for VSAS for the audit so equivalent entries were made for FVSAS. David Goodman is finishing the 990 return by next week on time.

David Goodman reviewed and approved the bank statement and reconciliation from 3/31/23 and Jessica Rojas was emailed with a note about approval.

**Melissa Fletcher motioned to approve the May 2023 financials; David Goodman seconded;** no further discussion; **all in favor (7); none opposed.**

Principal's Report: VSAS received the 6-year accreditation letter. Kalima Kinney and ten VSAS teachers visited schools in Oahu last week, with a focus on assessing student learning (portfolios, student-led conferences, etc.).

Kula Mauna Hu'i Hu'i campus update: expecting full enrollment with a combo k-1 class and preschool. Painting and cleaning will be done. Kalima to work out additional play space for this site.

VSAS may be acquiring a dog for the middle school counselor/ for emotional support for students as well as for security, with a possible collaboration with other schools.

Diversifying FVSAS' role beyond VSAS was discussed: rationale, needs, etc.

Construction Committee Report:

Permit process update emailed to FVSAS by Tamar DeFries. Water tank work by Civil Construction will occur on May 13th or 20th, 2023 with the school choosing which day. FVSAS had 47 applications for permitting, to date. Naming entities in EPIC (County Planning and Public Works Dept site) working on FVSAS construction was discussed by the Board.

Request for Qualifications (RFQ) planning was discussed. Seth Warner, former assistant to Architect Boone Morrison, has some background info needed for the design/build RFQ. Tamar DeFries and Lynn Melena will reach out to him. Solicitation for proposals was discussed.

Funds Development: Fundraising discussed. Melissa Fletcher is interested in joining the funds development/fundraising subcommittee.

Ian Cole asked about the skills FVSAS Board is looking for in a new Director.

Old Business: Retreat discussed. Kalima will look at the survey that FVSAS conducted. Kalima has invited FVSAS Directors to the VSAS Governing Board retreat Saturday May 13th at 10am.

New Business: Some Board Director renewals to take place in June 2023.

Envirapod tours coming up: Monday May 8th or Friday May 12th at 2:30pm. All donors for Envirapod shipping were invited. FVSAS Directors invited to tour. Donations still accepted.

Next Meeting Date/Time: June 1, 2023 at 4:30PM.

Motion to adjourn: David Goodman motioned to adjourn at 5:51PM; Ian Cole seconded the motion; all in favor (7); none opposed.

Minutes respectfully submitted by

Mara Saltzman

FVSAS Secretary

May 4, 2023 Draft/unapproved

June 1, 2023 Approved

**ADDENDUM:**

**FVSAS/VSAS Board Meeting**

**Construction Notes (Subject to Change)**

**April 2023 (for May 4, 2023 Meeting)**

Civil Construction Permit Update:

Planning/Permit History: See draft document titled, "DPW Applications".

Proposed Tentative Start Dates: May 13 (Saturday) or May 20 (Saturday). Work shall be related to water tank only, unless permit is issued prior to selected proposed tentative start date.