

**The Friends of Volcano School of Arts & Sciences**  
**Keakealani Campus**  
**November 7, 2019**  
**4:30 PM**  
**APPROVED MINUTES**

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

Directors Absent:

Guests/Members Present: Ted Pirsig, Lynn Melena

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

Welcome/announcements: Ian Cole welcomed everyone to our meeting.

Minutes from Oct 10, 2019: **Ian Cole motioned to approve the October 10, 2019 minutes; Matt Luera seconded; all in favor (8); none opposed.**

Evote from November 2019: **Melissa Fletcher motioned to accept and extend the contract to work with Tamar's organization Wainui; Lorna Larsen-Jeyte seconded;** discussion was about the length of the contract and the expiration of the former contract; **all in favor (8); none opposed.** The language was altered and fixed.

A discussion occurred on the efficiency of using teamwork.com for contract and evote discussions.

Financials: Financials consisting of November 7, 2019 Profit & Loss by Class, Balance Sheet, Kitchen GIA Summary and Fund Balances Summary were presented by Ted Pirsig. The final payment for the Kitchen GIA was received. This report format presented by Ted Pirsig will continue.

**Ian Cole motioned to accept the financials from November 7, 2019; Aubrey Hawk seconded; all in favor (8); none opposed.**

Board went into executive session at 4:47PM. Those present were: Jeffrey Mermel, Mara Saltzman, David Goodman, Aubrey Hawk, Matt Lurera, Lorna Larsen-Jeyte, Kalima Kinney, Melissa Fletcher, Ian Cole, Ted Pirsig, Lynn Melena.

Board came out of executive session 5:16PM

Our timeline in meeting grant deadlines might need to be addressed in the contract with the contractor.

David Goodman is working on the extension for the federal tax return, due to waiting on our audit information.

Social Media Response: After some discussion, Board consensus is that Directors should not be commenting in social media about the upcoming building project. **Aubrey Hawk volunteered to coordinate the response to any social media input, as the PR point of contact. Aubrey will be the liaison between FVSAS and VSAS to craft a response. Aubrey will work on a FAQ sheet about the project.**

Next meeting date/time: December 12th, 2019 4:30PM.

Motion to adjourn: **Ian Cole motioned to adjourn at 5:45PM; Jeffrey Mermel seconded; all in favor; none opposed.**

Minutes respectfully Submitted by  
Mara Saltzman  
FVSAS Secretary  
Draft November 7, 2019  
Approved 1/9/2020