

The Friends of Volcano School of Arts & Sciences
Keakealani Campus
October 10, 2019
4:30 PM
APPROVED MINUTES

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

Directors Absent: Aubrey Hawk (excused)

Guests/Members Present: Ted Pirsig, Lynn Melena, Robert Hamnett (Governing Board Facilities Chair)

Call to order: Ian Cole called the meeting to order 4:37PM.

Minutes from September 2019: **Lorna Larsen-Jeyte moved to accept the September 2019 minutes; Jeffrey Mermel seconded;** no discussion; **all in favor none opposed.**

E-vote from October 2019 to amend August 2019 minutes: **Mara Saltzman motioned to amend August 2019 minutes; David Goodman seconded; 7 in favor; 1 abstained.**

November 1st is the newest deadline for bidders.

Project Manager Update: We are seeking a contractor for Phase I. In process of spending down prior grant money. The paperwork is with County for the variance for multipurpose building, which is expected to be approved by December. Zendo Kern is handling permitting and the variance. Atherton grant requirements (permitting, etc.) due by December 11, 2019.

Financials: Financials consisting of 9/30/19 Profit & Loss by Class, Balance Sheet, Kitchen GIA summary and Fund Balances summary were presented. Negative \$38,873 is due to a lot of spending and little incoming money. \$9,373 is reimbursement to school for kitchen equipment from a couple of years ago. Cash on hand is \$113,561. Money on hold from Planning GIA to set up portable classroom is \$59,601.

Melissa Fletcher motioned to accept October 2019 Financials as presented; Matt Lurera seconded;no further discussion; **all in favor; none opposed.**

There was a discussion on the availability of schools' report cards on the DOE website.

Memorandum of Agreement and Updated Project Charter: The project timeline has been adjusted and the total amount is a new figure since the prior MOU and Project Charter. The period is July 1, 2019 through June 30, 2020 and the total maximum amount to be reimbursed for this period is \$30,000.

David Goodman motioned to accept the MOU; Matt Luera seconded the motion; no further discussion; all in favor (7); none opposed.

Jeffrey Mermel moved to accept the revised Project Charter; Matt Luera seconded; discussion was about the changes in timeline and phasing; all in favor (7); none opposed.

Mara Saltzman will take role in making sure FVSAS Directors and Members sign the card for the Winery.

Executive Session: FVSAS went into executive session at 5:10PM. List of attendees: Lynn Melena, Ted Pirsig, Kalima Kinney, David Goodman, Melissa Fletcher; Matt Luera, Lorna Larsen-Jeyte, Jeffrey Mermel, Mara Saltzman, and Ian Cole. Executive Session finished at 5:26PM.

Next meeting date/time: Second Thursday of November. November 14, 2019 at 4:30PM.

Motion to adjourn: **David Goodman motioned to adjourn at 5:27PM; Melissa Fletcher seconded; all in favor; none opposed.**

Minutes respectfully Submitted by
Mara Saltzman
FVSAS Secretary

Draft October 10, 2019

Approved November 7, 2019