

Friends of The Volcano School of Arts & Sciences Minutes
Keakealani Campus
5:00 PM July 28, 2016

Directors/Members Present: Amalie Dorn, Kalima Cayir, Lisa Canale, Lynn Morrison (left 6:00 PM), Stephany Cecil, Mara Saltzman, Ian Cole, and Ted Pirsig (arrived 5:08).

Directors/Members Absent: David Goodman (unexpected absence).

Guest(s): Christine Osterwalder.

Call to order: The meeting was called to order by Amalie Dorn at 4:55 PM.

Welcome and Announcements: Christine Osterwalder is formerly a parent and volunteer at a charter school in California, she is a VSAS neighbor, and she is a Professor at UH; she has experience lecturing on raising capital. This is Stephany Cecil's last meeting as FVSAS Vice-chair but Stephany Cecil is remaining on FVSAS as a Director. No other announcements were made.

Minutes from June 16, 2016:

Mara motioned to accept minutes from June 16, 2016, no discussion, seconded by Ian Cole, 5 in favor, 1 abstain, none opposed.

Acceptance of E-votes:

1. Amalie Dorn motioned by e-vote to close investigation, Stephany Cecil seconded, 7 in favor, 1 abstain, none opposed.
2. Amalie Dorn motioned by e-vote to award architectural contract, Stephany Cecil seconded; 6 in favor, 1 opposed, 1 abstain.
3. Amalie Dorn motioned by e-vote to accept architectural contract, Stephany Cecil seconded, 6 in favor, 2 abstain.

Amalie Dorn motioned to accept three votes as counted, Lisa Canale seconded, all in favor, none opposed.

Discussion about E-vote Protocol:

Article 8 from FVSAS bylaws read aloud and understood by all.

Financial Report:

This is tabled until David Goodman, FVSAS Treasurer, arrives.

Ho'okupa'a/PGA of Hawaii Update (GIAs):

Lisa Canale presented that the next meeting with Ho'okupa'a will be this Tuesday. **Lisa Canale motioned to enter conversation with Pacific Growth Associates of Hawaii to receive a proposal and costs for two separate roles: one is for construction management and the second is for grants and capital stack building; Stephany Cecil seconded.** Discussion: If cost is \$ 50,000 dollars or higher, then FVSAS needs 3 bids. This motion is only to get more

information. If the bid is over \$ 50,000, then FVSAS is required to get more bids. It was opened to the FVSAS Board to recommend other bidders. **All in favor, none opposed.**

Student Needs Assessment Finalization:

Amalie emailed the Student Needs Assessment to the FVSAS Directors. Lynn Morrison's staff maybe were not paid yet. Parental and guardian feedback will be sought through Infoflo, asking parents to prioritize what they would like to see in the new campus.

Lisa Canale motioned to accept final version of Student Needs Assessment and post on website, Ted Pirsig seconded, 6 in favor, 1 abstain, none opposed.

Needs Assessment with Staff:

Kalima Cayir, Education Director, presented that the architect will meet with Staff Pods and school staff groups, the Student Needs Assessment will go into the school's net account drive so it can be shared with all staff; the Student Needs Assessment is not confidential. Lynn Morrison recommended that VSAS staff read at least the first 9 pages of the Students Needs Assessment before meeting with the architect. Mara Saltzman will post the final Student Needs Assessment on FVSAS website. Lynn Morrison recommended detailed notes be taken in meetings with staff about needs so FVSAS will have written documentation to share out with the community.

Master Plan Focus Group/Community Meeting 6/23/2016:

There were no attending guests; the Powerpoint will go on FVSAS website.

KKL Campus Expansion, Planning, and Design Subcommittee:

Lisa Canale motioned to turn the architectural firm selection recommendation committee into the KKL Campus Expansion, Planning, and Design Subcommittee with same membership; Ted Pirsig seconded. Discussion: There was discussion about membership numbers and if the architectural firm selection recommendation committee membership is interested in being on the KKL campus expansion committee. **All in favor, none opposed.**

Community Outreach:

Cooper Center-

Rotary-

Long Range Planning-

Art Center-

The table at The Cooper Center on the first Sunday of each month is best. FVSAS needs someone to set up at 6:00 AM and Kalima Cayir will come at 8:00 AM. FVSAS will not be involved in the Cooper Center table and it will become a school function.

OVR Consolidation:

Ian Cole will follow up with HELCO. FVSAS needs to form a proposal to send to Mclver. Lisa Canale will draft a proposal. Subleasing or handing lease over are options. FVSAS could rent land from Kamehameha.

Project Manager and Environmental Assessment:

Need project manager expertise and someone to devote more time to move project components forward. The big job coming up is the Environmental Assessment and Environment Impact Study (EIS). The original was submitted and rejected over a year ago and it now needs to be rewritten. The recruitment of environmental assessment firms was discussed. Boone Morrison, Architect, offered to select a project manager, if FVSAS agrees. Lisa Canale would like to invite Ken Melrose, a project manager and construction manager, to give free advice on what FVSAS would need in project management. The discussion covered the purpose of FVSAS selecting FVSAS' own project manager for checks and balances. Kalima Cayir will follow up with Boone Morrison about the architect's role in the permitting process. The EIS is the most urgent piece right now. The estimated cost is unknown. Lynn Morrison will get a quote, Ian Cole will get a quote, and Lisa Canale will get a quote for the EIS. **Mara Saltzman motioned to proceed with e-votes to hire a firm to do the EIS/EA and necessary related documents; Stephany Cecil seconded, no more discussion, all in favor, none opposed.**

Capital Campaign:

Tamar, at PGA of Hawaii, is working on this for FVSAS.

USDA Loan:

FVSAS needs to select an escrow company; no loan commitment at this time is necessary. David Goodman was not in attendance so this is tabled.

Fiscal Sustainability Plan:

A Fiscal Sustainability Plan is needed for forming grant language and is needed for upcoming grants in September. Mara Saltzman and Amalie Dorn worked on drafting it in July. Some visioning for the FVSAS Board at a Board Training would be helpful for wordsmithing and planning the document. Will FVSAS increase our work as fundraising board?

Lisa Canale motioned to have a board training after filling the empty FVSAS Director slot; Mara Saltzman seconded; no more discussion, all in favor, none opposed.

Recruitment: Those interested serving as FVSAS Directors should contact Amalie Dorn.

Motion to Adjourn:

Ted Pirsig motioned to adjourn a 6:20 PM, Stephany Cecil seconded, all in favor, none opposed.

Next meeting will be August 11 at 4:30 PM, KKL.

Respectfully Submitted by,
Mara Saltzman, FVSAS Secretary

Approved August 11, 2016