

Friends of The Volcano School of Arts & Sciences
Keakealani Campus
December 1, 2016
APPROVED MINUTES

Call to order: Amalie Dorn called the meeting to order 4:34 PM.

Directors present: Lisa Canale, David Goodman, Courtney Larson, Amalie Dorn, Mara Saltzman, Kalima Cayir (Education Director), Stephany Cecil, Ian Cole

Directors absent:

Members present: Lynn Melena

Guests: Richard Abbett

Welcome and Announcements: Welcome to Richard Abbett, guest, with political representation experience. Directors introduced themselves.

Minutes from November 3, 2016: **Stephany motioned to accept minutes as amended, David seconded; 5 in favor, 1 abstain.**

Financial Report: David Goodman had sent out updated financial report regarding payments to the Friends Board. Ho'okupa'a will be added to GIA 7 or 8 column. As of latest invoice, a little of \$90,000 of GIA spent down.

October Minutes Amendment: **Stephany motioned to remove part in minutes "discussion about safety and access to campus in emergency," strike that part; Ian Cole seconded; all in favor, none opposed** (also strike part highlighted no one knows anything about).

Ho'okupa'a Update (GIAs): Conference call today regarding property purchase and Ho'okupa'a agreement/hours; also discussed budget plan.

Discussion might be needed to allow Lynn Melena to negotiate the contract price with Engineering Partners. Discussion about procurement policy and extenuating circumstances and "capability" and time constraints in negotiating with Engineering Partners.

Sole source

Authorize sole source subject to confirmation that they qualify under bylaws and procurement policy.

David Goodman motioned to authorize Lynn Melena to negotiate contract including sole source provision subject to confirmation that the contract meets procurement policy; Stephany seconded, 6 in favor, 1 abstained.

Amalie motioned for e-vote to take place to accept the contract with Engineering Partners; Stephany seconded; 6 in favor; 1 abstained.

EA Teamwork.com: If we did need more surveying, Stantec could provide their services. Stantec working on EA documents right now. Teamwork.com shows EA milestones. Directors to send Lynn Melena list of contacts, including school neighbors, nearby businesses, and school district and charter commission related to building project to compile into one document.

Committee Reports:

Lot Consolidation- Kalima has draft proposal ready for lot consolidation. Peter Vana sent letter saying he is willing to release lease to FVSAS. Kalima has a call in to find out logistics to move easement.

Fiscal Sustainability Plan- Financial details needed from David Goodman.

Capital Campaign- Meals To Go Program started and \$50 profit was raised so far. More advertising is needed.

Planning and Construction Committee: Committee is waiting on contracts.

Volunteers for fundraising: Digital marketing; volunteer, James Melena, who can add words to the FVSAS website to bring FVSAS to the top in fundraising searches. Federal EIN needed to register as non-profit with google. Lisa Canale to send David Goodman charity organization information so FVSAS can register.

USDA Loan Closing Documents for \$700,000: As of December 1, 2016, "Resolved that the Governing Board of this Association be and it hereby is authorized and empowered to take all action necessary or appropriate"

Amalie Dorn motioned to accept USDA Loan Resolution at 38 years at 2.75 interest rate; Stephany Cecil Seconded; discussion covered the FVSAS history of moving in this direction to accept loan terms; 6 in favor, 1 abstained; none opposed.

New Business: Purchasing the house and forested property next door was discussed. Downstairs could be retrofitted into a Pre-K. Full inspection of structure, electric, and plumbing is needed. Possibility to use GIA funds to purchase property but really could be a contingency plan if we were not able to spend down funds on the Keakealani site. Pre-K grant comes with \$72,000 start up funds, which includes furniture. Asking price is \$279,000. Could Friends use the money given to Friends by the school to help purchase the house next door? Useful to

house students during construction. If we use the USDA loan money for this, it could disqualify us for some grants.

Amalie Dorn Motioned to have Stephany Cecil contact a realtor to begin negotiations to purchase property next door, with the sale contingent on inspections to include structural integrity, electrical, and plumbing. Discussion listed above, Courtney Larson seconded; 5 in favor, 2 abstained; none opposed.

Community Meeting in January: part fundraiser, after school beautification days. Third of fourth week of January. Dates will be suggested by email.

Next meeting date/time: January 12, 2016 4:30 Keakealani Campus.

Adjourn: **Amalie Dorn motioned to adjourn at 5:55 PM; David Goodman seconded; all in favor, none opposed.**

Respectfully Submitted by
Mara Saltzman
FVSAS Secretary
Minutes Approved January 12, 2017