**The Friends of Volcano School of Arts & Sciences**

**April 13, 2017**

**4:30PM - 6:00 PM**

**Keakealani Campus**

**APPROVED MINUTES**

**Call to order:** Amalie Dorn called the meeting to order at 4:35 PM.

**Directors present:** Will Holland, Mara Saltzman, Stephany Cecil, Amalie Dorn, Kalima Cayir (non-voting), Ian Cole, David Goodman

**Directors absent:** Courtney Larson (unexcused absence), LIzette Lopez (unexcused absence)

**Members present:** Satoshi Yabuki, Lynn Melena

**Guests:** Jeffrey Mermel, Karen Basham

**Welcome/announcements:** Officers, members, guests welcome. No general announcements were made.

**Minutes from March 9, 2017:**

Mara Saltzman presented the minutes. **Stephany Cecil moved to accept the minutes,** discussion was about agenda reorganization, **Will Holland seconded; all in favor, none opposed.**

**Financials:**

David Goodman reported FVSAS has spent over $211,000 with another $91,000 encumbered. Portable classroom, which will cost a little over $236,000, and which will be billed to the GIA as a relocation cost. A little under 79,000 left to spend of the $618,000 GIA due by spring of 2017. Financial reports are shared with the FVSAS Board in Teamwork.com.

Kalima Cayir is looking into possibility of 2 donated 60 foot portables, which have a cost to ship from Oahu.

**Ho’okupa’a/ GIAs/Environmental Assessment (EA) /Engineering Partners Update:**

 Lynn Melena met with Ho’okupa’a today. The process for clearing land was discussed. FVSAS GIA expenditures and budget goals are on target. A delivery date for the portable is needed to determine when final payment will be do; delivery date is expected to be second week of June, 2017.

Permitting is dependent on traffic comments that were sent to engineers and whether future comments were addressed adequately. Once that is finalized, then the preliminary draft EA and review will move forward.

Flood indemnification for Engineer in Spring of 2015 was for “100 Year Flood.” That was based on the old building plan. Lynn Melena will check into if this indemnification still stands. Lynn Melena will send Stantec a comment about this, to see if this flood or run-off potential exists and if it should be mentioned in the EA.

Seth Warner is currently managing architectural work in place of Boone Morrison temporarily.

ADA consultant is currently working on the project. The contract with the ADA consult may need to be extended/modified.

**Committee Reports:**

Amalie Dorn recommends creating a FVSAS Construction Committee. FVSAS is seeking committee members who have a background and interest in construction and project management. Lynn Melena is willing to train the committee to do this work. FVSAS will be reaching out to parents and the community to seek possible Construction Committee members who will be neutral. Timeline has to be fast so that the Construction Committee can create RFPs for construction and project management.

**Fiscal Sustainability/Capital Campaign/Fundraising:**

Harvest Festival will be in September 2017 (Kim Miller is point person) and a Music Festival (Kalima Cayir is point person) will be in the spring of 2018. Tamar from PGA advised that before public roll-out of the FVSAS Capital Campaign, FVSAS have half of the money established through grants.

There will be a joint Governing Board and Friends of VSAS meeting tonight at 6:00 PM to discuss roles and responsibilities.

The 2012 GIA of $618,000 was extended to June 30,2017. The kitchen GIA of $285,000 has a deadline of June 30, 2017 and FVSAS will be asking for an extension of the Kitchen GIA. A 1.7 million GIA application was recently submitted for the Pre-K through Fourth Grade Buildings: this GIA application will be determined in July 2017.

**Next meeting date/time:**

May 4, 2017 at 4:00 PM Fundraising Meeting

May 4, 2017 4:30 PM FVSAS Board Meeting

(in May it will not second Thursday because of Middle School Theater Night)

Motion to adjourn:

**Stephany Cecil moved to adjourn at 5:25 PM; Will Holland seconded; all in favor, none opposed.**

Minutes respectfully Submitted by

Mara Saltzman

FVSAS Secretary

April 13, 2017

approved