

Friends of The Volcano School of Arts & Sciences
May 3, 2018 5:00 PM
Keakealani Campus
Approved Minutes

Officers/Directors Present: David Goodman, Lorna Jeyte, Mara Saltzman, Kalima Kinney, Amalie Dorn, Jeffrey Mermel, Paul Banks, Ian Cole

Officers/Directors Absent: Will Holland

Members Present: Guests: Ellen O'Dunn, Seth Warner

Call to order: Amalie Dorn called meeting to order 5:05 PM

Welcome/Announcements: Kalima updated the board and guests on the following. FVSAS was awarded a \$450,000 GIA of the 2 million requested for a portion of the Pre-K - 4 building. Legislators should be thanked.

Minutes: Minutes from April 12, 2018 were shared by Mara Saltzman, secretary. Corrections to April Minutes: the school (not Friends of VSAS) is need of fundraising chairperson and Friends of VSAS helps with/participates in fundraising; FVSAS does not do complete fundraising. Friends fundraising is to be called Capital Stack Development or Fund Development. Merge grants/donors and third item should be events.

Lorna Jeyte moved to accept minutes with corrections, any more discussion- none, Mara Saltzman seconded the motion; All in favor; none opposed.

Website: Wix website was setup at a prior time by Amalie Dorn with domain registration friends ofvsas.org, and Mara Saltzman managed the site when she was secretary prior.

Mara will look into and figure out what we need to do about reacquiring website and domain name; Amalie will help locate secretary binder.

Financial Report: Now FVSAS has had 3 GIA's granted. Kitchen GIA is totally committed; awaiting Engineering Partners to bill FVSAS. School to be paid back for van purchase with incoming reimbursements. The temporary classroom has been paid back to FVSAS by the state. Quarter of total cost is for installation and that money is waiting in bank for that portion of project.

Engineering Partners recently sent FVSAS portable classroom project contract; inclusive of plans and submittal. Lynn Melena has looked over the contract and she said that it looks good. \$110 per hour not to exceed \$10,000 without authorization. Engineering Partners is asking for \$5,000 to be remitted with contract.

Portable classroom at Old Volcano Road Campus: Placing/location to be chosen, then the placement of tank and septic may be decided. A topography survey is done in order to place building in coordination with utilities. Effort is being made to plan this without putting in another utility pole.

This is in addition to, and not in the contract with Civil Construction; Civil Construction is the contractor whom the portable classroom was purchased from. FVSAS got refund check for \$11,000 from Stantec that can be used for the planning of the portable classroom installation.

Possible orientation coming for new Directors.

David Goodman motioned to accept Engineering Partners contract to spend up to \$10,000 on portable classroom building installation; Discussion: Is it for design or implementation of design too? **Lorna seconded the motion; All in favor; none opposed.**

Keakealani Development Project: Tamar DeFries for Capital Stack Development (from nonprofit community development organization) wants to meet in person with Engineering Partners about getting costs down and breaking up project into subphases. Kalima Kinney, Lynn Melena, Jeffrey Mermel, and Seth Warner will be there. Melissa Fletcher would like to be there. There is talk of HUD and USDA money for funding; the end piece will be Capital Campaign through community and New Market tax credits.

Committee Reports:

Aubrey Hawk working on Harvest Festival; restaurants contacted about participating.

Details are worked out by committees and then brought before full board.

There is a possibility of forming a nominating committee for vetting potential board members; FVSAS board advised to start thinking about membership drives.

Anyone can be member of FVSAS and meetings are open to public. Members can join committees.

Right now, FVSAS has only construction and funds development committees. What committees need to exist now for work underway is tabled for the next meeting.

Jeffrey Mermel motioned to have a nominating committee; Melissa Fletcher seconded. No discussion. **All in favor; none opposed.**

Times of meetings times: Currently meetings are on same date as GB meeting. Is an hour meeting enough? If sub-committees are doing the jobs that will streamline the meetings and there should be sub-committee reports going out ahead of time. It was suggested that next meeting FVSAS start sign up lists for committees.

Next meeting date 2nd Thursday, June 14th at 5 PM.

Jeffrey Mermel motioned to adjourn at 6:00 PM; David Goodman seconded; All in favor; none opposed.

Minutes respectfully submitted by
Mara Saltzman
FVSAS Secretary
Approved June 14, 2018