

Friends of The Volcano School of Arts & Sciences
Meeting
June 14, 2018 4:30 PM
Keakealani Campus
Approved Minutes

Directors present: Will Holland, Amalie Dorn, Mara Saltzman, Kalima Kinney, David Goodman, Lorna Larsen-Jeyte, Jeffrey Mermel,

Directors absent: Ian Cole, Melissa Fletcher, Paul Banks

Guests/members present: Lynn Melena, Seth Warner, Satoshi Yabuki, Aubrey Hawk, Jeffrey Hawk, Joan McDonald

Meeting called to order: Will Holland called meeting to order 4:37 PM.

Will Holland announces his resignation as chair of FVSAS to accept his law school position as of end of August. The nomination committee will make recommendations to present to the board to fill the seat.

Minutes: Mara Saltzman, secretary, presented May 3, 2018 minutes. Discussion including typographical errors in name spellings. **Mara Saltzman motioned to accept minutes; David Goodman seconded; all in favor; none opposed.**

Introductions: Directors and guests introduced themselves.

News, website update, Director's update: Current website not linked to school website but is paid for 1 year; for storage, the board will use the school's security-protected google drive; FVSAS website needs school oversight to preserve the school's reputation and for compliance reasons. A school personnel member should have access to FVSAS website for preservation. Project documents stay in Teamwork.

Financial Report: Final billing from Engineering Partners is complete so finalizing GIA payments can be done. Tyler, trustee of Boone Morrison Architects, will no longer continue the business so there is a balance \$8162.82 owed to FVSAS. Lynn will do closeout document for final amount to be reimbursed by Boone Morrison Architects.

Check Signers: Van payment was problematic and there is a 2012 signature card on file; checks are clearing. Good time to do a brand new check signers motion; two signers on any check are needed and signatories needed.

David Goodman motioned that effective immediately, David Goodman, Jeffrey Mermel, Lorna Larsen-Jeyte , Paul Banks are the official four check signers for Friends of The Volcano School of Arts & Sciences; Will seconded the motion; all in favor, none opposed.

Keakealani Development Project: Kalima Kinney, School Director, presented a few new ideas. For the \$450,000, Tamar is helping with Capital Stack Development. There was a meeting with the architectural firm, engineer, Tamar, and FVSAS directors and the school director. There is a proposed new plan for the Old Volcano Road campus. 2 classes need to be moved from Old

Volcano Road campus. Portable building septic and dry well are issues on conservation land that the school is only temporarily using. Portable can be put at the Keakealani Campus (KKL). Portion of the K-4 building with two roof segments can be built to house a second class. Best not build the Pre-k building first because of amount of site work it will involve. Mobile kitchen will be placed by current septic at Keakealani.

GIA for \$450,000 could cover driveway and off site work by roadway and grading for portion of building to be built. The Engineering Partners contract already covers the portable kitchen. FVSAS needs money to move the portable, to put electric to the portable and to the K-1 building (K-4 building), to install bathroom, and for architect services and project management. The need is about \$500,000 for this. Two containers will be placed at KKL. One tent classroom will move into the current kitchen.

County wants updated Traffic Study. Source to help FVSAS do updated traffic study is now found. Wilson Okimoto can do the work not to exceed \$15,000 (original quote was \$45,000). We need updated Traffic Study to get the Use Permit. Lynn Melena can find out about the timeline.

David Goodman motioned to approve the new building strategy as presented by Kalima Kinney in the presentation; Amalie Dorn seconded the motion, all in favor, none opposed.

Jeffrey Mermel motioned to accept Wilson Okimoto for the new Traffic Study up to and not to exceed \$15,000; Lorna Larsen-Jeyte seconded; all in favor, none opposed.

Before taking on an extended lease at Old Volcano Road campus, there should be a requirement of soil testing. Soil testing is needed for both campuses.

Fund Development: Information was presented earlier, above in minutes, about work with Tamar. Aubrey Hawk presented that many restaurants and businesses in Volcano and Hilo businesses have eagerly come forward to assist with the school's 2018 Harvest Festival. 200 tickets are sold annually and it sells out each year. FVSAS is aiming to ramp up the raffle and silent auction to bring in \$2,000 more this year. Money from Harvest Festival is to be used for another new van; **Aubrey Hawk will approach a dealership about matching funds.** Volunteer lists are being developed. Harvest Festival will be Sunday September 9, 4-7 PM.

Committee Reports/ Board Development: Chair nomination is to come through board recruitment and vetting process. Amalie Dorn, Vice-chair, will serve as Chair until position is filled. Possible Committee positions and those to serve in those positions was recommended by the School Director, Kalima Kinney, and discussed. Further discussion was tabled to the next meeting.

Amalie motioned to adjourn the meeting; at 5:48 PM; David Goodman seconded the motion; all in favor, none opposed.

Minutes respectfully submitted by Mara Saltzman, FVSAS Secretary **Approved August 8, 2018**