

**Friends of VSAS
Board Meeting Minutes
April 21, 2016
4:00-6:00 PM
Keakealani Campus**

Call to order: Amalie Dorn called the meeting to order at 4:07 PM

Board Members/Directors Present: Mara Saltzman, Amalie Dorn, Stephany Cecil, Kalima Cayir, Ted Pirsig, Lisa Canale, David Goodman, Ian Cole

Board Members/Directors absent: Joel Kelley, Lynn Morrison

Guests: Brandon Medeiros

Welcome and Announcements: There were announcements made.

Previous Minutes: There was a discussion to about keeping committee membership as it is written in the draft minutes and there was a discussion and a confirmation of the five items for adoption under The Volcano School's Mission and Vision motion in the minutes, including The Volcano School of Arts & Sciences Mission, Vision, ESLRS (Expected School-wide Learning Results), the schoolwide plan, and the Blueprint for Healthy, Environmentally Sound Schools; **Ted Pirsig motioned to accept them minutes as amended; Lisa Canale seconded; All in favor; none opposed.**

Financial Report: Treasurer was asked to compile GIA expenditures. The Treasurer, David Goodman, reported that FVSAS has billed and received from the commission for GIA spending \$ 31,194.73. Another bill for \$18,675.80 will be billed this week. \$10,040 was the most recent bill submitted to the commission, which included some older and newer expenditures. Ho'okupa'a/Pacific Growth Associates spending has not been billed to the GIA yet. There was a discussion if Ho'okupa'a/Pacific Growth Associates fees can be submitted as general planning fund spending. FVSAS Directors will need to gather more information about Ho'okupa'a/Pacific Growth Associates spending as billable under GIA by checking the Ho'okupa'a contract: the question is if it is considered capital campaigning or planning for building. There was a discussion about FVSAS needing to be more conservative about spending money since capital campaigning expenditures will not be reimbursed by the GIA. The Treasurer announced that he prefers scans and emails of invoices for record keeping. There was a discussion about making FVSAS financials more publically accessible within the school community, such as by posting the annual statement on the FVSAS website.

Personal Loan Guarantee for Na Wai Ola, PCS Educational Director: FVSAS is still seeking information on completion of terms.

Ho'okupa'a Update: Information on the extension of GIA request is still forthcoming. Bobby Hall at Pacific Growth Associates is promoting the 1.6 million dollar multipurpose room building. Information is forthcoming on the multipurpose room building because legislation wrapping up. The community's need for a theater, shelter in place (e.g. vog) space, kitchen and cafeteria, and gym are being incorporated into fundraising efforts. Recommended architectural contract language came from Tamar deFries at Ho'okupa'a. The capital campaign subcommittee will look at grant information sent to FVSAS by Ho'okupa'a. GEMS application will be prepared to fund heating, moisture control, and cooling.

Needs Assessment Draft: Lynn Morrison was not in attendance this evening. The FVSAS Board received the student portion of the needs assessment by email. The Needs Assessment is tabled until Lynn Morrison is present.

Community Outreach- Rotary: Kalima Cayir presented school plans, needs, and challenges to Rotary, including information about the meal program and busing needs. The FVSAS Representative for Rotary will need to be decided.

Community Outreach - Volcano Long Range Plan: Lisa Canale has attended other meetings and is requesting another VFSAS rep to alternate with her. The Long Range Plan group meets the third Thursday of every month at 7PM.

Community Outreach- Volcano Community Association: VCA is like a chamber of commerce for Volcano and the group meets the 3rd Monday of the month at 6:30 PM. FVSAS needs a representative to attend.

Committee Report- OVR Consolidation: Lisa Canale reported that there is an option to put a classroom where the container is and to put a classroom near grade five where the vans park. FVSAS (Lisa) is awaiting a call back about requirements for clearance from the driveway. This option would solve immediate problems and save trees. This option does not solve the need for a Pre-K classroom for 2017-18. Taking apart building and putting back together the BIT is not a good idea: FVSAS would need to spend money to buy windows, posts, etc. Somethings from the BIT building may be reused.

Old Volcano Road Lease: Kalima Cayir reports she met with Peter Vana about the lease and an email was sent to Kamakani Dancil. FVSAS is working on reconsolidation of buildings to comply with what Kamehameha asked of FVSAS. Ian Cole estimates that labor to build the replacement buildings can come from parents and that money spent will be for permits,

materials, and moving the container at the Old Volcano Road campus. FVSAS will have to assume that K-8 will be at the Keakealani campus until we have the lease.

Community Kitchen: No update at this time.

Capital Campaign: Mara Saltzman reported on Music Festival Planning for the May 14 event; Stephany Cecil reported on the FVSAS Go Fund Me donations. The links on the FVSAS website for donations are currently not working; Mara Saltzman and Stephany Cecil will partner up to get the Go Fund Me link on FVSAS website; currently there are no opt-outs for student photo permissions. Currently Lisa Canale and Mara Saltzman are on the capital campaign subcommittee and will meet about possible grants recommended by Ho'okupa'a.

Financial Sustainability Committee Report: Amalie Dorn will work with Joel Kelley on a FVSAS business plan and fiscal sustainability plan, which would provide language for grant writing. Lisa Canale stated that Ho'okupa'a recommended that FVSAS make a strategic plan about where FVSAS wants to be, which can be incorporated into the fiscal sustainability plan.

Architect Selection: The March 2016 FVSAS minutes and a vote call for FVSAS to narrow down the architectural proposals to the top three choices before vetting/interviewing. There was a discussion this evening about interviewing four architects/architectural firms instead; no motion or vote occurred to overturn this prior vote. Architectural proposals were reviewed using a rubric and were compared to the request for proposal. There will be a committee of seven people from both the FVSAS Board and the Governing Board vetting architects. Recommended interview questions can be emailed by FVSAS Directors to Stephany Cecil by 4/23/16. The Architect Selection Subcommittee recommended three architectural firms for interviews and final consideration. **Stephany Cecil motioned to accept the Architect Selection Subcommittee report and recommendation; Ted Pirsig seconded; All in favor; none opposed.** FVSAS Directors on the Architect Selection subcommittee are reviewing a guide by The American Institute of Architects (AIA) Publication about vetting architects. **David Goodman motioned to have the Architect Selection Subcommittee continue on with final interviews; Ted Pirsig seconded; All in favor; none opposed.**

Governing Board and Friends of VSAS Roles: Friends is facilitating and coordinating the school building project, not deciding what the school will look like. The school will be built by collaboration between FVSAS and the Governing Board. Friends of VSAS has legal responsibility for building. Friends of VSAS decides what we need to know and this is shared with the Governing Board and input is provided to FVSAS from the Governing Board. Friends of VSAS and the facilities committee of the Governing Board form a joint committee and then report back to their respective boards. The needs of the school are addressed through a collaborative process. There is an overlap in leadership between both boards and the invitation is

open for more membership that overlaps. Plans come before the Governing Board for their approval.

Collaborative High Performance Schools CHPS Workshop Report: Ian Cole attended this workshop on 4-19-16. It was geared to architects and engineers. LEED compliance is different than CHPS. There is cost to engineer firm and architectural firm to enroll in CHPS and there's a process for reporting compliance. CHPS guides schools in environmental sustainability.

Motion to Adjourn: **Motion to adjourn by David Goodman at 5:50 PM; Seconded by Ted Pirsig; All in favor, none opposed.**

**Respectfully submitted,
Mara Saltzman
FVSAS Secretary
Approved 5-19-16**

