



# Voices for International Business and Education

## Facility Committee Meeting

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### Date and Time

Tuesday June 5, 2018 at 5:30 PM CDT

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Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

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### Agenda

#### I. Opening Items

Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Approve January 2018 Minutes
- D. Approve Minutes from March 2018 Meeting

#### II. Facility

Facility

- A. OPSB Facility Lease Review and Approval

For the timely execution of this lease agreement, please perform the following tasks **by June 15th**:

1. Review all sections of the lease.
2. Have the appropriate designee sign and date the lease.

3. Scan and email the signed lease to [Kaylee.Smith@rsdla.net](mailto:Kaylee.Smith@rsdla.net).
4. Mail or drop-off one originally signed copy to OPSB central office using the following address:

Orleans Parish School Board  
Attn: Sue Robertson  
3520 General de Gaulle Dr.  
Suite 5055  
New Orleans, LA 70114

- B.** Staff's Triage List of Facility Repairs and Improvements
  1. Safety & Code required Repairs and Improvements
  2. Maintenance required Repairs and Improvements
  3. Aesthetic and Modernization Repairs and Improvements
- C.** The Albert and Tina Small Center for Collaborative Design, Tulane School of Architecture  
Discuss applications submitted and next steps.

### **III. Other Business**

- A.** Next meeting  
Items for consideration at the next meeting

### **IV. Closing Items**

- A.** Adjourn Meeting