



# Voices for International Business and Education

## VIBE Facility Committee Meeting

Facility Committee

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### Date and Time

Tuesday September 1, 2020 at 5:30 PM CDT

### Location

International High School of New Orleans  
Community Room  
727 Carondelet Street  
New Orleans, LA 70130

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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 August 4, 2020 Minutes

## **II. Committee Business**

### **A. COVID-19 matters**

Discuss COVID-19 matters as related to facility

### **B. Update on 2019-2020 Goals for Facilities Committee**

Goal 1: IHSNO Admin to set up meeting with OPSB Admin re OPSB intentions for Rabouin Building and work with VIBE Board to develop agenda

Goal 2: Maintenance/preservation of facility using current funds

- List of maintenance issues

- Triage matters

- Project scoping; short term (3-6 mos), mid term (6-12 mos), long term (>1 yr)

Goal 3: Define facility options for IHSNO

### **C. Facilities Report / Major Projects Update**

1. Discuss the status of the OPSB-funded basement improvements project.
2. Discuss monthly facilities report and triage list.
3. Discuss the coming month's priorities and goals.

## **III. Other Business**

**A.** Next Meeting: October 6, 2020

**B.** Public Comment

## **IV. Closing Items**

**A.** Adjourn Meeting

# Coversheet

## Approve August 4, 2020 Minutes

**Section:** I. Opening Items  
**Item:** C. Approve August 4, 2020 Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for VIBE Facility Committee Meeting on August 4, 2020

APPROVED



# Voices for International Business and Education

## Minutes

### VIBE Facility Committee Meeting

Facility Committee

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#### Date and Time

Tuesday August 4, 2020 at 5:30 PM

#### Location

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#### Committee Members Present

A. Tufail (remote), G. Lazard (remote), J. Giovengo, Jr. (remote), K. Vo (remote), L. Scott Porter (remote), S. Thomas (remote), S. Wilson (remote)

#### Committee Members Absent

S. Olivier

#### Guests Present

T. Huynh (remote)

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#### I. Opening Items

A.

## **Record Attendance and Guests**

### **B. Call the Meeting to Order**

A. Tufail called a meeting of the Facility Committee of Voices for International Business and Education to order on Tuesday Aug 4, 2020 at 5:54 PM.

A. Tufail called a meeting of the Facility Committee of Voices for International Business and Education to order on Tuesday Aug 4, 2020 at 5:54 PM.

### **C. Approve April 7, 2020 Minutes**

A. Tufail made a motion to approve the minutes from April Facilities Committee Meeting on 04-07-20.

G. Lazard seconded the motion.

Tentatively approved pending verification of the Roberts Rules of Order for approval.

The committee **VOTED** unanimously to approve the motion.

## **II. Committee Business**

### **A. COVID-19 matters**

Committee wants a total priority and costs around the COVID-19 budget draft.

### **B. Update on 2019-2020 Goals for Facilities Committee**

Kevin Katner will continue serving on the committee.

Goal 1: IHSNO Admin to set up a meeting with OPSB Admin re OPSB intentions for Rabouin

Building and work with VIBE Board to develop agenda

Goal 2: Maintenance/preservation of the facility using current funds

- List of maintenance issues

- Triage matters

- Project scoping; short term (3-6 mos), mid-term (6-12 mos), long term (>1 yr)

Goal 3: Define facility options for IHSNO

Action Items in future meetings are directly related to these goals.

### **C. Facilities Report / Major Projects Update**

No report provided at this meeting. The FC Admin will have a more detailed report at the September 1, 2020 meeting.

Initiate contact with the OPSB:

- Engage an architect through the OPSB regarding the modernization of Rabouin.

- Continue meeting monthly for the foreseeable future.
- Meetings will continue via Zoom.

Introduction of John Giovengo.

### **III. Other Business**

#### **A. Next Meeting: September 1, 2020**

Agenda:

- Architect work for the Basement (expected dates for construction to take place)
- The architect for the building
- OPSB/IHSNO lease expectations (attached to the next meeting)

#### **B. Public Comment**

### **IV. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,  
A. Tufail