

APPROVED



Voices for International Business and Education

Minutes

February Facilities Committee Meeting

Date and Time

Tuesday February 4, 2020 at 5:30 PM

Location

IHSNO Community Room; 727 Carondelet

Voices for International Business and Education http://public.boardontrack.com/VIBE_1

Committee Members Present

A. Tufail, K. Katner, K. Vo, M. Stewart, S. Wilson

Committee Members Absent

S. Retzlaff

Guests Present

M. Roney

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

K. Katner called a meeting of the Facility Committee of Voices for International Business and Education to order on Tuesday Feb 4, 2020 at 6:01 PM.

K. Katner called a meeting of the Facility Committee of Voices for International Business and Education to order on Tuesday Feb 4, 2020 at 6:01 PM.

C. Approve 12/03/2019 Minutes

A. Tufail made a motion to approve the minutes from VIBE Facilities Committee Meeting on 12-03-19.

K. Katner seconded the motion.

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

II. Committee Business

A. 2019-2020 Goals for Facilities Committee

Goal 1: OPSB intention for Rabouin Building (IHSNO Admin set up a meeting with OPSB Admin)

- IHSNO Admin to convene with VIBE board to develop agenda for OPSB meeting
 - Long term lease
 - OPSB leverage professional services (architect, construction management, etc.)

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

- using current funds to maintain the facility
- an updated list of biggest maintenance issues
- triage matters
- scoped out projects 3-6 months, 6-12 months, 1 year and beyond
- safety, security, and maintenance

Goal 3: Define facility options for IHSNO

- development of a 5-year capital expenditure plan
- downtown New Orleans
- Inside/Outside of Orleans Parish
- non-public school building

B. Facilities Report / Major Projects Update

Reduction in tickets submitted for repairs/maintenance.

KK desires a triage list of items.

Roof Pre-bid Conference:

- work to begin May 21, 2020
- 90-day window

- Bids due to OPSB February 13

Basement Repairs

- work began Dec 22
- lift station repaired
- piping work from room 208
- basement windows repaired

C. Facilities budget items

Deferred to next meeting

III. Other Business

A. Meeting Dates for remainder of year

Next meeting April 7, 2020

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 6:57 PM.

Respectfully Submitted,
S. Wilson