

APPROVED



# Voices for International Business and Education

## Minutes

### VIBE Facility Committee Meeting

Facility Committee

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#### **Date and Time**

Tuesday September 1, 2020 at 5:30 PM

#### **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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#### **Committee Members Present**

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

#### **Committee Members Absent**

*None*

#### **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 Sep 1, 2020 at 5:30 PM.

### **C. Approve August 4, 2020 Minutes**

G. Lazard made a motion to approve the minutes from VIBE Facility Committee Meeting on 08-04-20.

L. Scott Porter seconded the motion.

Minutes were approved.

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

## **II. Committee Business**

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

- John Giovengo addressed what was ordered.
- Sean discussed the opening and returning of school.
- Questions were discussed.
- Discussion about COVID-19 facility matters.

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

- There were 3 goals for the Committee that were discussed which were:

1. IHSNO Admin to set up meeting with OPSB Admin re OPSB intentions for Rabouin Building and work with VIBE Board to develop agenda
2. Goal 2: Maintenance/preservation of facility using current funds
3. Define facility options for IHSNO

- Discussion about Facilities Report/Major Project Updates
- Questions were addressed about goals.
- Discussion about the objectives of the OPSB meeting which should consist of:

1. To engage with OPSB to reconfirm our mutual objective of IHSNO's presence in the CBD.
2. To cooperatively partner with OPSB in developing the framework to address short and long term priorities of the building.

- During the meeting IHSNO should find out who would be our point of contact at OPSB related to these matters and what are the next steps to starting projects as it

relates to the needs of the building. IHSNO is considered the tenant therefore, OPSB is considered to be the landlord.

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

- John spoke about the needs of the IHSNO building.
- Discussion about the possible cost of the projects.
- Discussion about if IHSNO or OPSB would be responsible for the costs related to certain projects.
- John stated that he will get the estimates for the cost of the projects discussed.
- OPSB will take place on 9/15/2020 which takes place annually.
- 30 air conditioning units are not working properly. Unit costs approximately \$800 per unit which would be a total of \$24,000.
- Questions were answered by John Giovengo about the needs that were discussed.
- There was discussion about funding for the needs. There was discussion about the current roof project.
- The estimated roof project completion target date is 9/15/2020.
- John addressed the questions that were asked about the current roof project.
- Sean Wilson addressed questions that were asked about budgeting and the yearly planning of funds for IHSNO future/current building projects.
- There was discussion about purchasing a truck/van for IHSNO and guidelines. There will be future discussions about this purchase.
- Budget for IHSNO's projects/needs were discussed.
- There was discussion about OPSB funded basement project.
- Basement project was discussed. John addressed the details about the timeline of basement project completion and when the project will start.

### **III. Other Business**

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

- Discussion about goals of Facilities before committee's next meeting,
- John Giovengo addressed questions asked.
- Have meeting set up with OPSB within next month.
- Budget about the future projects were discussed.
- Next Facilities Committee Meeting will take place on 10/6/2020.

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

- There was not any 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 6:53 PM.

Respectfully Submitted,  
A. Tufail