

APPROVED



# Lowcountry Montessori School

## Minutes

### Facilities Committee Meeting

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#### **Date and Time**

Tuesday January 12, 2021 at 3:00 PM

#### **Location**

<https://meet.google.com/aqp-rgsd-rdk>

#### [Join by phone](#)

(US) +1 225-532-1636 PIN: 794 893 079#

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The mission of Lowcountry Montessori School is to provide an authentic Montessori education building a foundation for lifelong learning.

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#### **Committee Members Present**

A. Moody (remote), M. Watkins (remote), T. Vande Burgt (remote)

#### **Committee Members Absent**

*None*

#### **Guests Present**

A. Horn (remote)

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

**B. Call the Meeting to Order**

A. Moody called a meeting of the Facilities Committee of Lowcountry Montessori School to order on Tuesday Jan 12, 2021 at 3:05 PM.

**II. New Business**

**A. Discuss HVAC repair needs**

Discussed possible replacement of two failed A/C units and repair of exposed wiring. Given that these issues affect daily operations, and the opportunity to perform work before students return to in-person classes, the committee unanimously agreed that the situation met the emergency procurement conditions in the LMS Financial Policy, and recommended that work be completed the week of 1/11/21.

An explanation of the issue and the costs incurred will be forwarded to the Finance Committee and reported to the full board at the next regular meeting.

**B. Any other new business needing consideration**

No other new business.

**III. 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 3:15 PM.

Respectfully Submitted,  
A. Moody