APPROVED

F.W. Parker Charter Essential School

Minutes

Facility Committee Meeting

Date and Time
Tuesday May 25, 2021 at 4:00 PM

Location
Parker Library

Committee Members Present
J. Marshall, M. McKenna, M. Turnbull, P. MacDonald, T. Sumner

Committee Members Absent
B. Bettencourt, J. Romeo, S. Roach

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. McKenna called a meeting of the Facility Committee of F.W. Parker Charter Essential School to order on Tuesday May 25, 2021 at 4:06 PM.

C. Approve Minutes

T. Sumner made a motion to approve the minutes from Facility Committee Meeting on 02-10-20.
J. Marshall seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

J. Romeo	Absent
S. Roach	Absent
B. Bettencourt	Absent
M. McKenna	Aye
P. MacDonald	Aye
J. Marshall	Aye

Roll Call

M. Turnbull	Aye
T. Sumner	Aye

II. Facility

A. Update on heating system upgrade

Michelle and Martin presented the final costs and change orders for Phase 1 of the HVAC renovation project as attached to the agenda. Michelle and John explained some detail about the functioning of the system as of present and some of the adjustments needed to be made to have it function properly.

B. Future planning for large longer range capital projects

Committee discussed longer range plans for facilities improvement needs. Martin suggested using higher estimates for fundraising purposes and potentially adding a project like a science lab that we might get a corporate sponsor to support. Todd suggested adding a project earlier in the trajectory that would allow for upgrade the restroom in the Div 1 and sports hallway as they are the most public facing and quality of life for sport. Martin also suggested an upgrade to the auditorium. The committee mentioned adding a wish list of sorts for quality of life projects as mentioned. The committee would like the numbers more rounded when reporting out to the board. The committee agreed on the 1-3 projects, would like to add the wish list to the 4-10 year, and maintain the 10+ list. Committee would like to meet with the Development Committee as group to talk about fundraising for upcoming projects. Committee agreed that to report out to the board in broad terms in regard to future planning.

III. Closing Items

A. Adjourn Meeting

P. MacDonald made a motion to adjourn the meeting.
J. Marshall seconded the motion.
The committee **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:28 PM.

Respectfully Submitted,
M. McKenna