



# Elgin Math & Science Academy

## Master Plan Mtg & Interview of Architects

**Date and Time**

Monday August 12, 2019 at 5:00 PM CDT

**Location**

EMSA Conference Room, 1600 Dundee Ave, Elgin

**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>05:00 PM</b>
A. Record Attendance and Guests			
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes		1 m
Approve minutes for Review Responses to RFP for Design & Drawings for Gym & Admin Bldgs on July 31, 2019			
<b>II. Master Plan Committee</b>			<b>05:01 PM</b>
A. Master Plan: Schedule	FYI	Melanie Gibb	5 m
B. Master Plan Financing	Discuss	Frank Bisconti	10 m
Anticipated costs for Master Plan work after RFP for Gymnasium and Administration building work is awarded.			
C. Preparation for Architecture Firm Interviews	Discuss	Melanie Gibb	15 m
Review proposed rubric and questions.			
D. Capital Campaign Development	Discuss	Melanie Gibb	15 m
• "Wish for Wonder" kick off: October > Brainstorm Event, Guests and Goals			
• Campaign Director?			

<b>III. Facilities</b>			<b>05:46 PM</b>
A. Update on Barn	FYI	Frank Bisconti and Kerin Kelly	5 m
B. Tree Survey	FYI	Richard Wilson	2 m
C. Other Facilities Concerns	Discuss	Richard Wilson	5 m
<b>IV. Other Business</b>			<b>05:58 PM</b>
A. Interview of ALA Architects	Discuss	Kerin Kelly	60 m
<b>V. Closing Items</b>			<b>06:58 PM</b>
A. Adjourn Meeting	Vote		