



Elgin Math & Science Academy

Master Plan & Facilities Committee Committee Meeting

Date and Time

Thursday November 7, 2019 at 9:00 AM CST

Location

EMSA Conference Room, 1600 Dundee Ave, Elgin

Agenda

| | Purpose | Presenter | Time |
|--|--------------------|--------------|-----------------|
| I. Opening Items | | | 9:00 AM |
| A. Record Attendance and Guests | | | |
| B. Call the Meeting to Order | | | |
| C. Approve Minutes | Approve Minutes | | 2 m |
| Also approve 10-16-19 Master Plan and Owner's Rep Meeting Minutes. | | | |
| Approve minutes for Master Plan Committee Meeting on October 3, 2019 | | | |
| II. Master Plan | | | 9:02 AM |
| A. Design Review: Package 10 | Discuss | Melanie Gibb | 30 m |
| WKarch will present refined drawings and massings of the cabins. These drawings may not be available prior to meeting due to the shortened turn around time. | | | |
| B. Review Schedule | Discuss | Melanie Gibb | 5 m |
| GC tour, interview and selection. | | | |
| WKarch submissions and review. | | | |
| C. Review of Contracts | Discuss | Meghan Dyer | 10 m |
| If needed, the team will review proposals and contracts to determine next steps with the B133 AIA contract. | | | |
| D. Existing Structure Concerns | Discuss | Kerin Kelly | 10 m |
| E. Tree inventory | FYI | Kerin Kelly | 5 m |
| Davy Tree will be assessing the health of the heritage oak trees at 10am. | | | |
| F. Civil Engineer Kick-Off | Discuss | Melanie Gibb | 30 m |
| ECT will join our team at 10am for a kick-off meeting. | | | |
| III. Closing Items | | | 10:32 AM |

