

APPROVED



## Elgin Math & Science Academy

### Minutes

#### June Master Planning Meeting

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##### Date and Time

Wednesday June 9, 2021 at 11:00 AM

##### Location

Join Zoom Meeting

<https://zoom.us/j/98114667963?pwd=d0l3YzdnY01udnNpSy84aHlzSFpiQT09>

Meeting ID: 981 1466 7963

Passcode: EMSA

One tap mobile

+13126266799,,98114667963#,,,,\*578054# US (Chicago)

+19292056099,,98114667963#,,,,\*578054# US (New York)

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+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 981 1466 7963

Passcode: 578054

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##### Committee Members Present

D. Alexander (remote), D. Haight (remote), G. Swick (remote), K. Kelly (remote), L. Fuhr (remote), M. Gibb (remote), R. Wilson (remote), S. Bennett (remote)

### **Committee Members Absent**

*None*

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## **I. Opening Items**

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

### **B. Call the Meeting to Order**

K. Kelly called a meeting of the Master Plan & Facilities Committee of Elgin Math & Science Academy to order on Wednesday Jun 9, 2021 at 11:05 AM.

### **C. Approve Minutes**

## **II. Construction--Specific Items**

### **A. Construction Report: Schedule, Budget, and Decisions**

D Alexander reported that gym construction is on time (mid-July completion) and under budget. He reviewed new proposals to grade, level, and gravel the north road (along the north property line) and dorm parking lot. This will help alleviate drop-off and pick-up congestion and add several parking spaces. R Wilson suggested that the road be closed to traffic during the day to allow student and staff use. The Environmental Committee will take this suggestion up along with signage ideas at its next meeting. Discussion and vote ensued.

D Alexander then reviewed proposals to make repairs to the interior of the Neil Building, which were not a part of the original gym construction scope. Discussion and vote ensued.

### **B. “Warm Safe and Dry” Update**

D Alexander combined this report with his construction update.

### **C. Grants update**

D Alexander reported that EMSA should learn whether it receives kitchen equipment grant funding in July. The State of Illinois has awarded EMSA \$300,000 for use in its sewer infrastructure improvements.

### **D. Maintenance and Repairs**

D Alexander, with input from L Fuhr, detailed needed repairs to the Neil building, including plumbing, electrical, HVAC, doors, and thermostats.

#### **E. Buildings Maintenance and Repairs**

#### **F. Contingency Allocated Spending**

K. Kelly made a motion to Recommend to the Board approval of \$39,000 from the construction contingency funds to make improvements to the north road, the dorm parking area, and the residential driveway and walkway.

M. Gibb seconded the motion.

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

M. Gibb made a motion to Recommend that the Board approve spending an amount not to exceed \$55,000 from construction contingency funds towards repairs to the interior of the Neil Building.

K. Kelly seconded the motion.

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

### **III. Campus Strategic Planning**

#### **A. Facility Use Planning**

M Gibb and D Alexander summarized future decision-making choices related to facilities renovation for future classroom/lab/office space.

### **IV. Environmental Subcommittee and Grounds Issues**

#### **A. Subcommittee update**

G Swick updated and led the discussion with the committee on progress and completion of various environmental projects such as the new swingset (to be completed this summer) and repairs to the old one. Grant projects (pollinator garden and heritage oaks plantings) are complete and will require ongoing watering and attention for a while. Wonder Walk and Activity Trail were suggested names for the future EMSA trails. The committee reviewed a proposal for the trimming and/or removal of several oaks and other campus trees.

G. Swick made a motion to approve up to \$6,500 to trim, remove, chip, and relocate as needed various trees on the EMSA campus.

R. Wilson seconded the motion.

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

### **V. 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 12:35 PM.

Respectfully Submitted,  
K. Kelly

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**Documents used during the meeting**

- Tracking Document 6.7.21.xlsx
- COO Report to Board.6.4.21.docx
- EMSA Neil Building Assessment Costs 6-7-21.pdf
- EMSA Neil Building Repairs - descriptive comments.pdf
- EMSA CHARTER ESTIMATE JUNE 2021 - R&J Tree Service.pdf