

APPROVED



## Elgin Math & Science Academy

### Minutes

#### Master Planning Committee Meeting

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##### **Date and Time**

Wednesday February 8, 2023 at 7:00 PM

##### **Location**

##### **Zoom Meeting**

<https://us06web.zoom.us/j/83909541907?pwd=VU04M3NxVW9FT01yRDFCY0NDTmpiUT09>

Meeting ID: 839 0954 1907

Passcode: MS53jw

One tap mobile

+13126266799,,83909541907#,,,,\*588553# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 839 0954 1907

Passcode: 588553

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##### **Committee Members Present**

G. Swick (remote), K. Kelly (remote), S. Bennett (remote)

##### **Committee Members Absent**

A. Gray, D. Haight, R. Wilson

##### **Guests Present**

A. Anderson (remote), D. Alexander (remote), G. Marshall (remote)

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## **I. Opening Items**

### **A. Record Attendance**

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

K. Kelly called a meeting of the Master Plan & Facilities Committee Committee of Elgin Math & Science Academy to order on Wednesday Feb 8, 2023 at 7:00 PM.

### **C. Approve January 11, 2023 Minutes**

## **II. Master Plan & Facilities Committee**

### **A. Decision-making Protocols for Construction**

Committee discussed creating an ongoing agenda item related to the decision-making protocols. It was also discussed that Board action on these protocols was not needed. Regarding the Admin Construction Project, the Master Planning Committee will be consulted (and Board approval considered) for:

1. Changes to the intended program use of the space.
2. Changes to which would affect sustainability, including water mitigation strategies
3. Changes to the building's historic appearance.

These are in addition to, not limitation of, Board-approved protocols.

### **B. COO Report on Expansion**

D. Alexander summarized the construction plans for the Admin Building. He noted that the Admin Bldg will be getting all new windows and doors. The reception area at the curved wall will be non-permanent for now. The dividing walls between the break-out/specials rooms will be permanent.

D. Alexander's report expanded on his report as written in the agenda. He and GG are considering classroom participation in the rain garden and water flow remediation plans. Descriptive signage is also being considered.

### **C. Campus Planning--Update on Parking Focus**

The Committee reviewed and discussed the most recent parking proposal created by WKA. These plans create 15 spaces on the "Silo Island" with permeable gravel. Gravel is less expensive up front but has ongoing maintenance costs. Two walnut trees will need to be removed. An additional ADA compliant parking spot will need to be added to the front northeast corner of the Admin Bldg. This could free up 2 additional spots. D Alexander will inquire on signage requirements in light of historic facade. Parking will be further discussed at the Enviro Work Group level.

### **D.**

## **Sustainability**

The Committee discussed keeping the possibility for solar panels on the Neil Building on our radar (agenda) for possible 5-year end date.

The Admin Building is utilizing all-electric DOAZ HVAC system which borrows heat/cooling/energy from the outside air to lower EMSA's carbon footprint.

### **E. Future Communications and Community Questions/Ideas Regarding Construction**

The Committee recognized D. Alexander's informative communications to staff and discussed extending these to families (and community). D. Alexander will discuss format for sharing with families with J Willer and K Taylor.

### **F. Back-up Plans to Admin Building Construction**

Staff has discussed and agree that if construction was late that classes would be implemented in gym and both cafeterias. This would also be the back-up plan if bonds became unattainable.

## **III. Other Business**

### **A. Kindergarten Outdoor Learning Lab**

A Anderson expressed her gratitude and excitement with the new fenced in area. EMSA is considering participating in Open Elgin in April. This will be added to future MP Committee agendas.

## **IV. 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 9:05 PM.

Respectfully Submitted,  
K. Kelly

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## **Documents used during the meeting**

- Admin Building Floor Plans.pdf
- EMSA Rain Water Mitigation III Green Guerrilla.2.7.23.pdf
- Terra description of drain tile outflow.2.7.23.docx
- Potential Additional EMSA Parking in Silo Island.pdf

- 230208\_EMMA Gravel parking at silo island.pdf