

**ANWSD Facilities Committee
Meeting Minutes
August 17, 2017
in ANWSD Conference Room**

Present: JoAn Canning, Ken Sullivan, George, Lawrence, Tom Borchert, George Gardner, Stephanie Taylor, Kristina MacKulin

The meeting was called to order @7:30 am. Begin discussion on the Facilities Committee charge and adding the word "sustainable". Discussion postponed.

Ken Sullivan update on the buildings and operations. JoAn Canning has shared a previous summary with the committee. Work will begin with Stephanie Taylor to prioritize the work needed to be completed at the high school. There are numerous projects/items to consider.

Discussion on Addison Central School (ACS) need to borrow equipment. George Lawrence offers to donate his buffer to ACS.

Discussion on the need for a lead custodian at the high school. The staff will also help prioritize the high school work list. Ken S. will work with the principals and staff in the fall to determine how to best staff all four schools.

There is no update on the EEI performance contract. The report is due at the end of August. JoAn Canning plans to have it be an agenda item at the 9/8/17 ANWSD board meeting. Ken Sullivan discusses some of the areas EEI has been reviewing in all 4 schools and they will be presenting the board with a phase 1 scenario with several options on how to complete the work.

Update on the VUHS back stairs projects. The bids received came in much larger than expected. Currently Ken S. is seeking 3 separate bids from a welder, concrete specialist, and excavator with the anticipation that the three bids will be much lower. If the project cannot be completed by mid-November it will be put off until next year.

Ken Sullivan reports he is currently exploring our current service contracts in an effort to improve the service and possibly create a savings in this area.

Tom Borchert requests that the committee tour all four schools beginning in the Fall. It is suggested we tour a school per month.

Discussion on ACS' energy star rating, which is up for renewal. JoAn Canning will follow up with the principal, Travis Park on the renewal process.

Review and discussion of the current Facilities Committee Charge in conjunction with suggestions made at the ANWSD 8/14/17 board meeting. The committee agrees to the charge as follows and will present the charge at the 9/8/17 board meeting:

1. Assist the administration in developing sustainable near and long term capital and operational maintenance plans and budgets.
2. Advocate to the board and the community for support of those plans.
3. Serve as an advisory committee for planning and implementing facilities maintenance and improvement priorities on a current basis.

Meeting adjourned at 8:35 am. The next meeting is September 8, 2017 at 7:30 am.