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**Members Present:** Kelly Gutierrez, Dan Mehls, Rusty Willams, Bob Hajlo, Bill Blotske

**Guests:** Jon Gutierrez

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**Call to Order**

- The meeting was called to order at 7:05 AM

**Approve June 2015 Board Minutes:** Motion: D. Mehls, 2<sup>nd</sup>: R. Williams. Approved by all

**Reviewed FY16 YTD Financial Statements**

**Update on SCPA facility Projects:** B. Blotske gave an update on the facility projects since the last board meeting. They are as follows:

1. Re-caulked all sinks in classrooms, this also included the main restroom hand wash stations.
2. Lower School lockers were installed for 3<sup>rd</sup> and 4<sup>th</sup> grade.
3. Padded feet were installed on all chairs/desks in the classrooms. This significantly reduces noise and wear on the VCT flooring.
4. Divider gym curtains were repaired
5. (2) new storage areas were created under the (2) stairwells in the LS corridor.
6. Curtains for the PAC were installed.
7. The parking lot was repaired in areas where significant cracking had occurred. The remaining areas of the lot were treated for cracks and then a full seal of the entire lot was completed.
8. A walk-in freezer/cooler was installed in the kitchen. Kitchen ovens, exhaust and a dishwasher will be upcoming projects to complete the build out of the kitchen.
9. The main lobby had the tile cut out and a walk off mat was installed.
10. New rugs for the main atrium were installed.
11. Phase 1 of the security camera plan was completed. This put cameras at all card key access doors and outside of restrooms.
12. Cabinets were installed in Room 126 as part of a prototype room. Mobile furniture will be delivered the week of 3/28.
13. The West Wing Athletic corridor was painted and wall covering installed to begin providing a defined separation from Athletics and Academics.
14. This list is not all inclusive and some projects may have been missed.

Discussion took place on Xcel's rebate program for LED lights. B. Blotske will work with Egan to determine a plan and maximize the potential for rebates with Xcel.

**Update on Building & Equipment Maintenance & Replacement Schedule:** B. Blotske discussed continued work on the plan with Egan providing cost for mechanical/electrical replacement items. This schedule remains an ongoing working document. Recommendation was given to touch base with Kristine Fischer on potential means/methods of pulling this information together in a usable format. B. Blotske will connect with Kristine. K. Gutierrez to provide contact info to B. Blotske.

**Update on School Board Refinancing Opportunity:** J. Gutierrez and K. Gutierrez updated the Board on the potential of refinancing the current bonds to free up extra capital. The Board had discussion on the different options if refinancing becomes a possibility. It was noted that the School's vision/master plan has always included the build out of an Athletic Complex (in phases). The Board also had discussion on using the refinance as a means to reduce the monthly payment and reallocate funds to adjust faculty compensation.

**Field Development Project:** J. Gutierrez, K. Gutierrez and B. Blotske reviewed the Master Plan for the Athletic Complex that was completed by Anderson – Johnson Associates, Inc. and last updated on August 27, 2009. This included a master plan combined with a preliminary cost model. The cost model was broken out into different phases to help prioritize costs based on the potential of dollars available for the project. The Board recommended moving forward with the invitation of (3) Architectural firms who would respond to a Request for Proposal (RFP). D. Mehls, R. Williams and B. Blotske would provide potential firms that would meet the qualifications of the scope of work.

Dan Mehls emphasized the importance of this project because it fulfills and completes the intent of the original planning done by FSCPA since 2008. In addition, in terms of programming language that has been used since 2008 (specifically academics, arts, and athletics), the first building project focused on academics (classrooms), the second project primarily focused on arts (PAC), and this project is appropriately focused on athletics. This aligns with the School's emphasis on "whole product" and enhances a student's ability to have complete or more well-rounded high school experience.

Rusty Williams noted that since FSCPA is the legal owner of the land and building, the athletic field development is very important since it significantly increases the asset value and marketability of the property should SCPA's growth and replication plans change over the course of the next 10-20 years.

**Prairie Restoration Project:** K. Gutierrez gave an update on the Prairie Restoration Project that will be taking place on school grounds. K. Gutierrez also introduced the potential of designating a portion of the property as forest.

**Future Agenda Items:**

1. Revisit Asset Life Cycle Management Plan/Schedule
2. Review Prairie Restoration Project

3. Review Forest Designation
4. Review Field Development Project

**Adjourn Meeting:** Meeting was adjourned at 8:31 AM. Motion: D. Mehls, 2<sup>nd</sup> R. Williams.  
Approved by all.

Submitted by B. Blotske, St. Croix Preparatory Academy.