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

**Guests:** Jay T. Squires

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**Call to Order**

- The meeting was called to order at 5:08 PM

**Approve August 2, 2016 Board Minutes:** Motion: K. Gutierrez, 2<sup>nd</sup>: B. Hajlo. Approved by all

**Overview of Bond Closing Documents:** J. Squires gave an overview of both the AIA B101 – Standard Form of Agreement Between Owner and Architect and the AIA A103 - Standard Form of Agreement Between Owner and Contractor. Focus was on outlining the contractual language that was highlighted and modified by both parties.

**Approval of AIA Document B101 - 2007 – Standard Form of Agreement Between Owner and Architect with Larson Engineering, Inc. and Approval of AIA Document A103 - 2007 – Standard Form of Agreement Between Owner and Contractor with AP Midwest LLC, dba Adolfson & Peterson Construction:** Motion: K. Gutierrez, 2<sup>nd</sup>: B. Hajlo. Approved by all.

**Next Meeting Date:** TBD

**Adjourn Meeting:** Meeting was adjourned at 5:58 PM. Motion: B. Hajo, 2<sup>nd</sup> K. Gutierrez. Approved by all.

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