

ECCS Building Company Board Meeting
June 6, 2016 – 5:00 PM Location: El Colegio
Meeting Minutes

Present: Landon Nelson, Kristy Snyder

Others: Norma Garces, David Greenberg

Called to order 5:13pm

I. Approval of Agenda

II. Action Items

- A. Minutes from May 2, 2016 meeting
 - a. Landon Nelson moves to approve minutes. Kristy Snyder seconds. Motion carries.
- B. Contract with EOR for storm water project final report to City of Minneapolis
 - a. Kristy Snyder moves to approve contract. Landon Nelson seconds. Motion carries.

III. Reports and Discussion Items

A. Facilities refinance

a. Updates

- Documents were submitted to Amanda. Last week she requested some financial docs. Matt Wylie sent those to her.
- Friday the guy came to do the appraisal.
- Norma Garces believes Amanda has everything.
- Norma Garces has not heard from Amanda since.
- Lease was approved at El Colegio board meeting pending attorney review. Michael Duenes reached out to an attorney based on Matt Wylie's referral. Attorney provided cost for review.

To do: Norma Garces will contact Amanda to check in.

b. No discussion or action since last board meeting regarding the use of refinance funds.

- Continuing to consider: technology, furniture, renovations.
- Total seems like approximately \$150,000
- Norma Garces is not clear on the process to do this.

To do: Norma Garces, Michael Duenes and architect to sit down on this.

B. Role and responsibilities for ECCS/ Facilities

- a. David Greenberg's last day will be June 30, 2016
 - b. Update on hiring facilities manager
 - c. Meeting with CLA to transition admin and RDF reporting
- David Greenberg will work on a binder / facilities manual.
 - Israel Aranda will take on role of facilities
 - He has been provided the documents that David Greenberg prepared.

- David Greenberg will set up a time to meet with him
- Still need to discuss who will supervise Israel Aranda (Landon? Norma?)
- David Greenberg to email Norma Garces and Israel Aranda – try to set up walk through by next week.

- David Greenberg to email about CLA etc... Norma, Michael, Matt, Nate.

Great facilities to do: painting, furniture,
Norma Garces will get this from staff.

David Greenberg will walk through the building with Israel to identify to do list.

C. Facilities Updates

a. Roof

- i. They are to start and finish next week. Summer school starts the 13th. No one is in the advisory. People will be in library a little.

b. Outdoor Needs – Need for a decision regarding contractor

i. Trees

ii. Gardens

1. Norma Garces is texting Manuel Ariza right now. Norma will push him.

iii. Rain storage tank

1. David Greenberg gave update.

IV. Meeting schedule

Next scheduled meeting - Monday July 11, 2016, 5:00

V. Meeting Adjourned 7:00pm