

SWAN RIVER MONTESSORI CHARTER SCHOOL BUILDING COMPANY

May 13, 2019 at 3:45 p.m.

MINUTES

- I. CALL TO ORDER** was made by Chairperson Freese at 3:46 p.m.
- II. ROLL CALL**
- a. Board members present: Freese, Savage, Cotten, Brockman
 - b. Board members absent: None
 - c. Other attendees: Director Curtis
- III. APPROVAL OF MEETING AGENDA** – Motion to approve made by Savage, 2nd by Cotten. Motion carried unanimously.
- IV. REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES 3/4/19** – Motion to approve made by Freese, 2nd by Savage. Motion carried unanimously.
- V. FINANCIAL REPORT**
- a. Financial Update – All outstanding bills have been paid.
 - i. Checking Account Balance as of 5/13/19 = \$26,757.91
 - ii. Savings Account Balance as of 5/13/19 = \$23,278.29
- VI. NEW BUSINESS**
- a. Separation of Ducts between Sharon/Nicole’s Classrooms – Brockman provided all information regarding this potential project. Brockman is going to request an updated quote from the vendor as the last quote was from 2017. She will report the new quote to the board members once received. They will decide at that time whether or not to move forward with the project this summer.
- VII. OLD BUSINESS**
- a. Facilities Improvement Projects in Spring/Summer of 2019
 - i. Replacement of floor in chapel – Curtis received a quote from Hennen Floor Covering, the same company that installed all the flooring of the main school building (500 Maple Street). Motion to accept the quote and move forward with the project made by Cotten, 2nd by Savage. Motion carried unanimously. Curtis will work with Hennen on scheduling this project toward the end of August.
 - ii. Paint exterior of school portion of building (north and south sides only) – Project tabled at this time.
 - iii. Installation of canopy over carpool doors – Brockman found a decent quality canopy for the carpool area of the building. Per the city of Monticello, no permit is required for this make/model. Motion to approve the expense and move forward with the project made by Freese, 2nd by Savage. Motion carried unanimously.
 - iv. Lifting of cement foundation by back playground door – One quote was received from ACI for just under \$3,000. Brockman and Cotten are going to work on requesting additional quotes from other vendors and will report back to the board.
 - v. Replacement of exterior security lights on 500 building – Two quotes were received – one from Schmidt Electric and one from River Road Electric. After dissecting the bids, the board decided to move forward with Schmidt Electric. Motion to approve the quote and move forward with the project made by Freese, 2nd by Savage. Motion carried unanimously.
 - vi. Replacement of exterior window above chapel doors – Motion to approve the single \$1500 quote received made by Freese, 2nd by Cotten. Motion carried unanimously.
- VIII. BOARD CORRESPONDENCE AND COMMUNICATIONS** – None
- IX. REVIEW OF NEXT MEETING AGENDA** - Date, Time & Location of Next Board Meeting – To be determined at a later date.
- X. MOTION TO ADJOURN** by Chairperson Freese at 4:42 pm, 2nd by Savage. Motion carried unanimously.