

SWAN RIVER MONTESSORI CHARTER SCHOOL BUILDING COMPANY

January 10, 2017 at 3:45 p.m.

MINUTES

- I. **CALL TO ORDER** was made by Chairperson Lindberg at 3:45 p.m.
- II. **ROLL CALL**
 - a. Board members present: Lindberg, Moll, Chlan
 - b. Board members absent: Freese
 - c. Other attendees: Director Curtis
- III. **APPROVAL OF MEETING AGENDA** – Item VII.a. was removed from the agenda as this was finalized at the last board meeting. Motion to approve the agenda as revised made by Moll, 2nd by Chlan. Motion carried unanimously.
- IV. **REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES 11/1/2016** - Tabled
- V. **FINANCIAL REPORT**
 - a. November-December Financial Statements – Checking account currently at \$28,000. Savings account currently at \$23,000. Motion to approve made by Chlan, 2nd by Moll. Motion carried unanimously.
 - b. Tax Returns – Completed and Submitted on January 5, 2017 (due by Jan. 31)
 - c. Review of Bills – \$25.00 check was signed to pay for filing of the 990s. Payment to Gutter King was made.
- VI. **NEW BUSINESS**
 - a. Installation of Additional Lockers – Chlan discussed the possibility of adding a row of lockers down the middle of the main hallway for student use. He is going to request bids for this project and will provide an update at the next meeting.
 - b. Exterior Maintenance of Church/Steeple – The City of Monticello contacted Director Curtis concerned of the current condition of the steeple. Director Curtis is going to work with Operations Manager, Beth Brockman, on requesting bids for new siding and painting of the building. Curtis will provide an update at the next meeting.
 - c. Boiler Needs Repair (pipe cracked) – It has been confirmed by one external vendor and former building company president Jack Zimney that the boiler in the basement of the main school building has a significant crack and is no longer functional. There has been no noticeable impact on the temperature of the school building. Due to the extensive work required and the expense, the boiler will not be fixed at this time.
 - d. Installation of Thermostat in Sharon’s Room - Tabled
- VII. **OLD BUSINESS**
 - a. Revision of SRCS Building Company Bylaws - REMOVED
 - b. Installation of 2nd Meter for 503 Maple Street – Director Curtis continues to work with the City of Monticello on obtaining the required permits for installation. The meter has been ordered. She will provide an update at the next meeting.
- VIII. **BOARD CORRESPONDENCE AND COMMUNICATIONS** - None
- IX. **REVIEW OF NEXT MEETING AGENDA**
 - a. Date, Time & Location of next Board Meeting
 - b. Discussion of Agenda Items
- X. **MOTION TO ADJOURN** by Chairperson Lindberg at 3:45 p.m.