



World Learner School

Building Committee Meeting Minutes – 8.26.19

Chair, Beth Wilson

Treasurer, Chris Francois

Secretary, Joanne Gaudette

WLS Board Member, Nathaniel Nordberg

Deana Siekmann, WLS Director

QUORUM present.

1. Call to Order: 4:35 pm
2. Roll Call: Beth, Chris, Nathaniel, Deana and Joanne present
3. Training: Deana will give Joanne access to edit agenda to take meeting minutes. Documents will be switched to a team drive.
4. Financial Report Review:
 - a. Discussed what expenses are covered by WLS Building Company vs. WLS.
 - b. Deana will check with accountants regarding depreciation expense.
 - c. All members reviewed documents provided with financial overview.
5. Building Improvements:
 - a. Deana shared information regarding drainage issues causing water to seep into a staff member's office. Contractor Ray Topolov previously performed some improvements, however they have not fully solved the drainage issues. Grading issues, moisture barrier, removal of mulch/plants near the building and gutters will be addressed this fall.
 - b. Board discussed safety concerns of having staff member working in an office with water issues. Deana stated that there is no evidence of mold and that custodial staff has been cleaning out water asap, and that a dehumidifier has been placed in the office. Deana said that the staff member was given the option of moving but declined.
 - c. Roof replacement and sidewalk repair out front of the building will be done in the summer of 2020. The pattern of water flow on the roof will be also be addressed when the roof is replaced.

SUMMER FY20 MAINTENANCE & REMODELING UPDATE

Roofing Replacement for Summer 20 (budget FY20 and FY21)	~\$88000
Sidewalk Repair for Summer 20	~\$8000

6. Other Items:

- a. Encroachment of WLS playground and cement pad on Jonathan Association property discussed. WLS Building Company will continue to monitor the encroachment and keep WLS Board informed. The equipment belongs to WLS and will be the responsibility of WLS to move when it is deemed appropriate.
- b. Deana will add the existing encroachment contract to the shared Google drive for board members to review.

7. Scheduling

Next WLS BC Meeting: 10.28.19 at 5:30 pm

Future schedule:

- November 25, 2019 at 5:30 pm
- January 6, 2020 at 5:30 pm
- January 27, 2020 at 5:30 pm
- February 24, 2020 at 5:30 pm
- March 30, 2020 at 5:30 pm
- April 27, 2020 at 5:30 pm
- June 1, 2020 at 5:30 pm
- June 22, 2020 at 5:30 pm
- July 27, 2020 at 5:30 pm