SUBJECT TO APPROVAL

MEETING DATE: TUESDAY, JULY 5, 2022 AT 5:30P.M.
MEETING PLACE: ZOOM
NEW ELEMENTARY SCHOOL BUILDING COMMITTEE MEETING MINUTES

MEMBERS PRESENT: Chairman Graham Curtis, Bob Blundon, Amanda Mitchell, Sharon Shoemaker, Woodie Weiss, George Noewatne, Tina Szwejkowski

MEMBERS ABSENT: Diana Colcord

OTHERS PRESENT: Bill McMinn, Director of Facilities; Adam Levitus and Charles Warrington, Owner’s Representative Project Manager (OPM) from Colliers Project Leader; Seth Klaskin- BOE liaison, Katie Stein – BOF liaison

Chairman Curtis called the meeting to order at 5:30pm.

1. **Public Comments**
   None

2. **Approval of Minutes: June 20, 2022**
   Building Committee member Woodie Weiss made the motion to approve the minutes of June 20, 2022 as submitted. Seconded by Building committee member Amanda Mitchell and unanimously approved.

3. **Construction Manager Draft RFQ Review**
   Mr. Levitus reviewed the RFQ which will be published on July 8th.

4. **Commissioning Agent Draft RFP Review**
   Mr. Levitus states the Request for Qualifications and Proposals for commissioning agent are combined as one and will be published on July 8th.

5. **Invoice Packet Review**
   Building Committee member Amanda Mitchell made the Motion to approve monthly invoice packet for May 2022 dated 07-05-2022 including an invoice from Colliers Project Leaders for a total Approval of $12,785.25. Seconded by Building Committee member Woodie Weiss and unanimously approved.

6. **Public Comments**
   None

7. **Remarks**
8. **Adjournment**

Chairman Curtis made the motion to adjourn at 5:42pm; and it was unanimously approved.

Respectfully submitted,

Racquel Stubbs