

Facilities-Finance Committee
Meeting Minutes
Wednesday March 16, 2022, at 6 PM

1. Meeting called to order by Tim Peterson at 6:02 PM (Remotely attended via Teams by Brian Hastings/John Heller/Jericho Haust/Melissa Harwick/Peter Knapp) Dan F. was absent.
2. Facilities Update – by Peter Knapp – working with vendors to obtain quotes for plumbing fixes to bathroom
3. Finance Update
 - a. Ambassadors’ Celebration financial recap – reported as a success with details to follow in the next board meeting
 - b. Current Cash Flow – reported as stable and unchanged as previously report in prior board meeting. Gaps exist in late July / August timeline where proceeds from fundraising are required to fill the gaps.
 - c. Budget update – reported as in progress with progress to be reported in next board meeting
4. Old Business
 - a. Public Audit Plan – a vendor selection process is still underway
 - b. Transportation Update – Tim submitted a plan to the Town of Oconomowoc Planning Commission indicating the school is planning to use a carpool mobile app to reduce traffic flow at both campuses.
5. New Business
 - a. Mobile Classroom/Pods Option Progress
 - i. Capacity – we are planning for 4 but are looking for expansion to up to 12 classrooms
 - ii. Zoning – We are submitting for approvals from the Town, County, and State
 - iii. Budget – Brian previously reported in the prior 3/2/2022 board meeting that the larger classroom unit was not economically viable as offered by the vendor and recommended we move forward with the 4 classroom setup this year. Tim indicated he will ask the board for deposit funding over the \$5K initially requested to more closely match the WillScot terms and conditions
 - iv. Timelines – We are working to establish a deliver date based on expected municipal approvals
 - v. Project Plan – Tim is working on a Gantt Chart detailing the many steps to be completed prior to the start of the new school year
 - b. CFO Search Update – this process is ongoing
 - c. Identification of alternative used Freedom, WI PODS offered up by John Heller will be considered as a backup alternative
6. Confirmation of next meeting (3rd Wed of the month – April 20th at 6 PM)
7. Meeting Adjourned at 6:59 PM