

Zoom Link	https://salemacademy.zoom.us/j/81410222900?pwd=cJgJOk9XQc0B3r25yKV0SIAWPBpAXT.1
Members Present	Robert Rogers (Chair), Stephanie Callahan, Krissy Sgambellone, Jeff Whitmore, Mark Meche
Members Absent	David Pabich, Rick Jones, Sasha Durand
Guests	
Recorder	Fallon Burke
Start Time	8:05 am
End Time	9:06 am

Minutes:

- I. The meeting was called to order, and the minutes were unanimously approved following a motion by Jeff and a second by Robert.

- II. The committee reviewed progress and next steps for the goals:
 - A. Goal 1, Objective 1: The committee discussed next steps in regards to meeting with Prime Group.
 - B. Goal 2: The committee discussed the importance of direct collaboration with the Finance Committee to determine risks and prioritize recommendations. Top priorities include doors, screens, the PA system, and air quality monitors with alert capabilities. The screens and air quality monitors are covered under the HVAC grant. Mark noted the value of including contingent items and timelines in the capital plan for potential expansion. Krissy will compile a list of facilities priorities to share with the Finance Committee.
 - C. Goal 3: The committee will work on recommendations for prospective trustees with a focus on diversity and expertise. The Governance Committee will identify best practices for trustee recruitment.
 - D. Goal 4: Robert suggested exploring ways to “green” the school’s electricity usage, including solar panel installations on Building 3’s roof and net metering options. Mark will research this possibility. Additional suggestions included reducing plastics. Jeff raised the idea of a school-wide approach and potential outreach to the broader school community.

- III. Krissy provided the committee with facilities updates.
 - A. Door 3, has been ordered along with its parts. A decision on the electrical components is still pending. A new quote of \$11,400 was received for a doorbell system and video camera at the Albright and for replacing the camera at the main office. The Albright

- camera was previously approved, and Krissy will inquire about the financial implications of separating these updates versus completing them together. The committee approved moving forward with both cameras if financially feasible, authorizing Stephanie and Krissy to make the final decision.
- B. For Door 5, making it handicap accessible (including an auto-opener and key fob access) would cost \$11,300. The committee requested a price for the door opener alone and noted that ADA compliance does not require an opener if other specifications, such as opening force, are met.
 - C. Additional updates included plans to add cameras outside of Door 3 to address blind spots. Currently, footage is stored for only three weeks; the Operations team is working with IT to explore low-cost storage options to extend this timeframe. Krissy will also ask Prime about plans to add cameras in the parking garage.

IV. The meeting adjourned at 9:06 a.m.

Documents Referenced During the Meeting:

- December 2024 Minutes
 - Facilities Committee 2025 Goals
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