

<b>Zoom Link</b>	<a href="https://salemacademy.zoom.us/j/81410222900?pwd=cJgJOk9XQc0B3r25yKV0SIAWPBpAXT.1">https://salemacademy.zoom.us/j/81410222900?pwd=cJgJOk9XQc0B3r25yKV0SIAWPBpAXT.1</a>
<b>Members Present</b>	Robert Rogers (Chair), Stephanie Callahan, Krissy Sgambellone
<b>Members Absent</b>	David Pabich, Rick Jones, Mark Meche, Sasha Durand, Jeff Whitmore
<b>Guests</b>	
<b>Recorder</b>	Fallon Burke
<b>Start Time</b>	8:09 am
<b>End Time</b>	8:51 am

**Minutes:**

- I. The meeting began with the approval of the previous meeting minutes.
- II. The committee reviewed and finalized the 2025 Facilities Goals.
  - A. Goal 1 is to develop a long-term facilities plan, with objectives including securing a non-binding letter of intent from Prime Group by June 2025 that outlines key terms for building a new school, exploring potential relocation sites for a future campus post-2031, and assessing program space needs for the next 3-5 years, particularly in light of a charter amendment for increased enrollment.
  - B. Goal 2 focuses on collaborating with the Finance Committee to create a 3-year capital expense plan addressing current and future facilities needs, including phased campus safety improvements as recommended by the Ed Davis Group, with semi-annual reviews.
  - C. Goal 3 is to identify three potential candidates for Trustees by March 2025, with the aim of adding at least one new Trustee by the end of December 2025.
  - D. Goal 4 involves identifying one feasible environmental sustainability action for facilities to implement by June 2025, revised from the initial goal of three actions, taking into consideration the limitations posed by the Prime Group's control as landlords.

The committee agreed on these goals, which will be presented at the December Board meeting, with further next steps to be discussed in January.

- III. Krissy Sgambellone delivered the facilities updates. The school passed all fire inspections. Regarding the replacement of Door 3, the quoted costs were outlined: \$12,500 for the door replacement, \$5,400 for card access, \$6,000 for a camera and remote opening, and \$8,000 for an automatic opener for ADA compliance, totaling \$31,700. The committee decided against the buzzing capability at Door 3, which reduces the cost. Krissy will follow up with Hayden to

explore retrofitting the ADA compliance ramp button at Door 5 to meet safety needs. Further discussions are needed to determine which door will ultimately meet ADA compliance standards. For now, the committee agreed to move forward with the door replacement and key fob access.

IV. Additional facilities updates included:

- A. Screens, Ductsox, and air quality monitors are on order.
- B. Krissy will contact Prime Group for an update on the parking garage.

V. The meeting was adjourned at 8:51 a.m.

**Documents Referenced During the Meeting:**

- November 2024 Minutes
- Facilities Committee 2025 Draft Goals