

Draft Meeting Minutes of May 10, 2018

Members Present: Carla Schneiderman, Veronica Labarca, Jane Logan, Sheryl Drinkwater

Staff Present: Lew Jones Chanita Stevenson

1. **Call to Order:** The meeting was called to order at 6:03 PM.
2. **Approval of Meeting Minutes for April 26, 2018:**
Member Logan moved to approve the minutes. Chairperson Schneiderman seconded the motion. The motion was approved unanimously.
3. **Public Comments:** There were no public comments.
4. **Staff Report.**

Project Updates

- **District Masterplan:** The District received seven proposals. The proposals were reviewed and three firms were selected for interviews. Interviews are scheduled for next week. The Committee requested more information regarding current masterplans that have been completed. Staff responded that the recently completed studies for LeConte (now Sylvia Mendez) and Berkeley Community Theater will be added to the masterplan. He also noted that the sites without current masterplans will be reviewed for conformance with the Educational Specifications and each site will receive a building assessment. The masterplan will create a priority list for projects and will have a community outreach component. Chairperson Shneiderman asked what the goal of the Masterplan is. Staff responded that the goal of the masterplan will be to determine what are the educational needs and what are the building needs by site. Next, a priority list will be created for voters and the Board subcommittee will determine what items will move forward. Member Drinkwater commented that the Committee has not seen a current masterplan. Staff acknowledged that a formal masterplan was not done for the previous bonds. He gave a historical overview of the District process followed in previous bonds. The Committee continued to express interest and looks forward to learning more about the process. Staff provided a timeline to the Committee about future steps for developing the masterplan. The consultant approval will go to the Board in June for approval.
- **Reallocation of Funds:** Staff expects to take an item to the Board to reallocate funds within Measure AA and Measure I to adjust the project budgets. BHS

Community Theater, Rosa Parks Roof and Longfellow Makerspace projects are some of the projects that will be increased.

- **CTE projects at Berkeley High School and Berkeley Adult School:** This project started construction this week.
- **BHS Turf:** The project was awarded. Next steps are ordering materials.
- **King Tennis Courts:** This project is out to bid.
- **Roof and Skylights at Sylvia Mendez (LeConte):** This project is out to bid.
- **Reports:** The Committee will receive two Facilities Plan Updates and one Financial Plan Update in June.
- **New Facilities Director:** Staff expects to provide an update at our next meeting.

The committee requested that Staff provide a financial update during the staff report at the following CBOC meeting with details of how much is currently committed and the amount of funds available.

5. **Discuss Annual Report:** The details of the draft annual report were discussed. Some of the major highlights of the report are:

- a. Formation of the committee;
- b. Committee accomplishments;
- c. Completed and scheduled projects for the upcoming year; and,
- d. Review of ad hoc reports

6. **Action: Approve Annual Report**

Chairperson Schneiderman moved to approve the annual report. Member Logan seconded the report. The motion was approved unanimously.

7. **Committee Member Comments:** Chairperson Schneiderman would like to add to the next agenda that we have to appoint a new secretary.

8. **Future Scheduled Meeting Date:**

- Our next meeting is scheduled for June 14, 2018. The Committee established additional future meeting dates to include:
 - i. August 9th
 - ii. September 13th
 - iii. October 11th
 - iv. November 8th

9. **Adjournment:**

- The meeting adjourned at 7:24 PM.