

1 Bellows Free Academy UHSD #48/Northwest Technical Center Board of Directors

2 **Personnel Finance Committee Meeting**

3 **October 17, 2016 5:00 BFA Principal's Conference Room**

4 **Minutes**

5 **BOARD MEMBERS PRESENT:** AL Corey, Sally Lindberg.

6 **OTHERS PRESENT:** Kevin Dirth, Martha Gagner, Leeann Wright, Chris Mosca, Preston  
7 Randall, Geoff Lyons, Shannon Warden, Heather Fitzgibbons, Tim Viens, Dan Marlow,  
8 Dave Kimel (by phone), Tim Smith, Bob Gissel, Kevin Smith

9 1. Call to Order Al Corey called the meeting to order at 5:05 p.m.

10 2. Agenda Review – no changes to the agenda.

11 **Sally Lindberg made a motion to approve the agenda; second by Al Corey. The motion passed**  
12 **unanimously.**

13 3. Approval of Minutes

14 A. Minutes of September 6, 2016

15 **Sally Lindberg made a motion to approve the September 6, 2016 minutes; second by Al Corey.**  
16 **The motion passed unanimously.**

17 4. Financial Matters

18 B. Proposed Snack Bar Renovations/bathroom addition at Collins Perley Stadium Field  
19 House – Collins Perley Board has approved this and asked to move it to the BFA  
20 Board. St. Albans Football Friends and Boosters Club attended and explained that the  
21 snack bar is in need of repair and also a bathroom is needed. They anticipate this  
22 project to be financed through their organizations and in-kind services. These  
23 upgrades go hand-in-hand with the needs expressed by the Rotary Club concerning  
24 the walking path. They would like to at least do the permitting, and those would be in  
25 place for 5-years. If the BFA Board chose not to do their final plan, the permits would  
26 be handed over to them. It was asked whether this would be of any cost to the BFA  
27 Board. That was not clear because they need to have a clear understanding of the  
28 relationship between the BFA Board and the Collins Perley Board. Maintenance and  
29 staffing may be a cost to the Board. The present building will not be standing in five  
30 years. \$225,000 is a worst case scenario, but they believe they can significantly  
31 reduce that amount through in-kind donations. They wanted to be clear and

transparent to both Boards. They stressed that the hours of operations would be entirely up to the Boards. They are looking for support of the BFA Board for them to look further into this, talking to people and putting numbers together.

**Sally Lindberg made a motion to move this to the full Board to approve the snack bar and bathrooms project so that they can move forward with the permits; second by AL Corey. The motion passed unanimously.**

There is also a request to have the Board consider looking at the possibility of building a field house. There are many, many more activities that take place there and a field house would be good for the community. It is a long range plan. Dave Kimel reported that what is needed from the BFA Board is their support for the Collins Perley Board to begin looking at proposals, with the understanding that this will be very much in the media and public eye. There will be absolutely no commitment from BFA that would cost the tax payers at this time. Al Corey said that he thinks this should be put on the back burner until Chris Mosca presents what is needed in terms of building renovations at BFA first. Mr. Corey said he would not move this item to the BFA Board at this time.

**Sally Lindberg made a motion to table this item until a future meeting; second by Al Corey. The motion passed unanimously.**

C. Proposed modification of Racquetball Court at Collins Perley – Dave Kimel reported on plans to increase air flow and add an additional wellness area. The money is in place, and now this needs to go to the full BFA Board for action.

**Sally Lindberg made a motion to bring the updates in a racquet ball court and update the air quality at a maximum expense of \$30,000; second by Al Corey. The motion passed unanimously.**

D. Trust Management – Martha Gagner handed out an update and this item will be discussed next month.

E. Approval of Master Agreement

**Sally Lindberg made a motion to move this to the full Board for approval; second by AL Corey. The motion passed unanimously.**

5. \* Personnel Matters

- 62 F. Notice of resignation – It was acknowledged that a resignation at the end of the  
63 school year has been received.
- 64 G. Medical Professions Lab Supervisor Job Description – Leeann Wright explained the  
65 job.
- 66 **Sally Lindberg made a motion to move this to the full Board; second by Al Corey. The**  
67 **motion passed unanimously.**
- 68 H. Long Term Substitute, Catherine Rowland, Art Teacher – This was a FYI to the Board.
- 69 I. New Cafeteria Monitor/Custodian Robyn LaRose – This was an FYI to the Board.
- 70 J. Resignation – Stephanie Gorman – This was placed into Executive Session as  
71 discussion of this in public would put the Board at a substantial disadvantage.
- 72 \*Potential Executive Session
- 73 **Sally Lindberg made a motion to enter Executive Session at 6:11 p.m.; second by Al Corey.**  
74 **The motion passed unanimously.**
- 75 Executive Session ended at 6:14 p.m.
- 76 6. Future Agenda Items – Trust Management, Fieldhouse
- 77 7. Adjourn – The meeting adjourned at 6:16 p.m.
- 78
- 79 Respectfully submitted,  
80 Brenda Comstock