**FREE HORIZON MONTESSORI**



**Virtual Facilities Committee Meeting - meet.google.com/hka-juhy-kog**

**Minutes**

Thursday – September 2, 2021 – 4:00 - 5:15 pm

**Members:**

|  |  |  |
| --- | --- | --- |
| BoD Representative | **John Frost** | Committee Liaison to the BOD |
| **Bekky Robbins** | Committee Liaison to the BOD  ***present*** |
| CSN Representative | **Kate Dixon** | CSN Representative |
| Building Corp Rep | **Jeannie Mabey** | FHM Building Corp VP  ***present*** |
| FHM Administration | **Kresta Vuolo** | FHM Principal  ***present*** |
| **Cyndi Vosburgh** | FHM Director of Finance & Advancement; Committee Chair  ***present*** |
| **Megan Wells** | FHM Director of Ops  ***present*** |
| **Brandon Leslie** | FHM Facilities Manager |
| FHM Staff | **Chris Caruso**  **Karen Clough**  **Linda DeBruyn**  **Heather Smith** | FHM Math Special Education Teacher  ***present***  FHM Financial Secretary, Minutes ***present***  FHM Middle School Humanities  FHM Art Specialist |
| FHM Community Reps | **Open** | Parent member |
| **Rowena Adams** | Parent member ***present*** |
| Guests | **Adriana Moreno** | HCM  ***Present*** |
|  |  |  |

**Agenda:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Agenda Topic** | **Lead** | **Objective/Outcome** | **NOTES** |  |
| **1** | **Commence Meeting** | | | |  |
| a | Call to Order | Cyndi |  |  | *Time: 4:02 pm* |
| b | FHM Mission & Vision | Volunteer |  |  | *Read by: Jeannie Mabey* |
| c | Roll Call | Cyndi |  |  | See Above |
| **2** | **Consent Agenda** | | | |  |
| a | Agenda Approval | Cyndi |  |  | Approved |
| b | Review/Approve Prior Meeting Minutes | Cyndi |  |  | [2021-04-15 Minutes Facilities Committee.docx](https://docs.google.com/document/d/1dLWCXsBhpPpM3h16zk6C0S2QS15ovzRP/edit?usp=sharing&ouid=113312839702524459847&rtpof=true&sd=true)*<– click here for embedded link*  *Jeannie/Bekky* |
| **3** | **Old Business** | | | |  |
| a | Campus Master Plan | Cyndi / All |  | Progress Report  Student Feedback  Community Presentation   * Video * Survey * Live or Internet | *Adriano Moreno presented the final HMC Master Plan including recommendations*  *Decision to hold off on construction costs due to fluctuating prices*  *Campus Master Plan Student Feedback was presented to the board.*  *Campus Master Plan Survey will go out to Guardians soon. HCM will compile data and present it at the next meeting*  *Cyndi will get information to board members prior to the next meeting. Members were asked to come prepared to discuss priorities from review of the information.* |
| b | Facility Updates | Megan |  | Progress Report   * Door Closures * Cabinets * LRT Partitions * Skateboard Stops | *Soft door closures have been installed*  *Quotes for cabinets are being requested*  *LRT Partitions have been installed*  *Skateboard Stops are ready to be installed* |
| c | Community Gardens | Chris | Progress Report |  | *Chris updated us on the progress of the garden over the summer including vegetables and flowers*  *Chris is waiting on information regarding soil*  *Water is in*  *Grant money should be available soon*  *Classrooms have plants growing* |
| d | New Member | Cyndi |  |  | *Discussion of community members being involved by attending & giving input without being part of the committee*  *Announcement to be placed in the next FoxFlash*  *Cyndi asked that a request for interested guardians be made at the State of the School. Also asked board members to ask around.* |
| **4** | **New Business** | | | |  |
|  | Discussion of Meeting Times/including Facilities Manager | Cyndi |  |  | *Tentative Dates determined*  *Need to have discussion with Facilities Mgr* |
| **5** | **Ongoing Annual Items Updates/Report-outs** | | | |  |
| a | CSN | Cyndi |  |  |  |
| **6** | **Wrap-Up / Adjourn Meeting** | | | |  |
| a | Assignments/Action Item Review | Karen |  | *Kresta*  *Cyndi*  *Cyndi*  *Cyndi*  *Cyndi*  *Rowena* | *Add a line on how to recruit a community member to the agenda*  *Keep ongoing communication with HCM*  *Reach out to Jeffco construction on process & timing for projects in master plan*  *Speak with Facilities Manager concerning Facilities meeting time*  *Post previous minutes and send out latest*  *Provide information for the FoxFlash on the facilities committee including being able to attend and give input without being part of the regular committee* |
| b | Schedule Next Meeting | Cyndi | October 7, 2021 | *4:00 – 5:15 pm* |  |
| c | Adjourn Meeting | Cyndi |  | *5:13 pm* |  |

**FHM Mission**: Through the Montessori philosophy, we inspire every child to learn and grow as a responsible global citizen in a collaborative, peaceful, and safe environment. **FHM Vision**: We seek to transform our community by developing students who pursue their full potential, understand their global responsibilities, and respect others, self, and the environment. **FHM Motto**: Inspiring lifelong learning!