

MEETING MINUTES

CITIZENS ADVISORY COMMITTEE

FACILITIES

Date: December 8, 2016

Location: Panorama Village

Facilities Committee Attendance:

Ed Poprik		egp11@scasd.org
Alan Popovich		apopovich@hparchitects.com
Marianne Kuhns	Absent	mwk1@psu.edu
Tim Baird	Absent	ctb3@psu.edu
Marc McMaster		Marc@MarcMcMaster.com
Paul Heasley		plh11@scasd.org
Roy Schaeffer		rws11@scasd.org
Amber Concepcion	Absent	amber.concepcion@gmail.com
Jeff Kokoskie	Absent	jlk29@psu.edu
Jim Fail	Absent	jrf9@psu.edu
W.B. Ingram	Absent	w.b.ingram@att.net
Rachel Prinkey		rbp13@psu.edu
Penni Fishbaine		pfishbaine@gmail.com
Scott Mull	Absent	Scott.Mull@bartonmalow.com
Mi Kim	Absent	mkim52@gmail.com

Invited guests:

Public:

Frank S. Archibald

TRANSPIRATIONS:

In the absence of a chair, Ed Poprik called the meeting to order.

APPROVAL OF MINUTES:

1.1 Item deferred.

PROJECT UPDATES:

2.1 High School – Ed provided a brief update regarding project schedule and change orders.

2.2 Elementary Schools – Ed reviewed a complete list of meetings planned for the design phase of the projects at Corl Street, Houserville, and Radio Park Elementary Schools. Committee members are invited to attend any or all of the pre-30% design public forums (all at 7:00 PM in the respective school):

- January 10, Corl Street
- January 17, Radio Park
- January 24, Houserville

2.3 Memorial Field – Ed reviewed discussion from the most recent Board Facilities and Grounds Subcommittee meeting. The subcommittee is considering moving the option selection process from a February item to a January item. Consequently, the previously planned January forum would be moved to February and the subject matter would be changed from Option Selection to Design Development. The full Board will consider this at their December 19 meeting. The committee members in attendance agreed with this strategy.

MEMBERSHIP / COMMITTEE CHAIR

3.1 The committee had a detailed discussion regarding membership.

3.2 Recently the committee has struggled with attendance and has functioned without a chair. Thoughts shared by committee members regarding this issue included:

-Is the frequency of meetings appropriate? (i.e. consider canceling meetings if no specific action is needed by the committee)

-Is the time of day and day of the week best for the current members?

-The charge and/or goals of the committee may not be completely clear to members.

-Do we have members that have lost interest but not resigned?

3.3 The committee discussed several potential new members, as well as attracting new members in general. Depending on future discussion, a general call for new members could be issued if needed.

3.4 Current committee members were asked to consider volunteering as a new Committee Chair.

3.5 For the next meeting, Ed will distribute:

-Information regarding the charge and goals of the committee

-2016 attendance data

OTHER

4.1 Ed Poprik shared that the Board of School Directors is in the process of hiring an Assistant Director of Physical Plant for Construction Management. With 5 capital projects totaling over \$200 million slated for concurrent construction through 2019-20, this position will help manage that workload. After 2020, depending on the circumstances at the time, this position could transition into an operational role for the Physical Plant Department.

PUBLIC COMMENT ON ITEMS NOT INCLUDED ON THE AGENDA

None

FUTURE AGENDA PLANNING

- High School update
- Memorial Field update
- Elementary School update
- Membership and Committee Chair

FUTURE MEETINGS: January 12 at 4:00 PM

Any authorized persons who take exception to any statement in this report shall notify the preparer in writing within five (5) days of the receipt of this report, stating in detail the correction or omission. Otherwise, this report shall be considered correct and final.

Copy: All members
Board of School Directors
Admin file