Valley Inquiry Charter School

Special Meeting Minutes

*September 29th, 2022 | Digital (Zoom) Meeting, 7:30pm*

**Board Members Instructors/Staff/Other:**

Board President & Chair Ken Slough >> Absent Mrs. Sandra Acosta- School Staff

Vice Chair BJ Foster Mrs. Mary Campos- School Staff

Treasurer James Carter

Secretary Kyle McSmith

At-Large Matthew Reynolds

At-Large Terry Rohse >> Absent

At-Large Cammi Menager

At-Large Vacant

At-Large Vacant

Non-Voting Member Craig Harlow, Principal >> Absent



Meeting Agenda Item Minutes

**7:32pm Call to Order/Introductions-**

- Discussion of the outstanding items needing to be completed for the expansion of MYP.

**7:34pm AC&CO- Continuing to Work with Blake on the Expansion-**

- Mary mentioned AC&CO needs to know ASAP if we want to continue with the expansion process and continue working with them. There is a $8240.00 fee (Agreement & Admin fees) that will be charged to move forward as they take on the bidding process with us again. James asked about the alternate school locations and wanted to know if anyone has found another spot to house all VICS grades or just the middle school grades. Matthew said his real estate connection mentioned another location. Matthew said he went out to look at the location and said it was not one he felt that was worth bringing to the board for discussion. No one else had any location options and James said he was looking but could not find a suitable location in Salem. James said looking through the list of items needed to be completed for this expansion. James feared the PGE cost would be more than stated of $50,000. Mary said Blake said this would be the cost and was surprised it was not more than this as well. B.J. then asked for our financial numbers and what is in the bank. James felt better hearing this from Mary and provided the financials. He said there is about $320,000 in QuickBooks. Also $250,00 in Municipal that S/K district is holding for us. A total of $550,000. Mary than said not all the grant (ESSR) money has not come through yet, so this will help as well. Mary brought up we need to get the financials squared away, as we need to get the bids out by October, so the funds will be available by end of November, so VICS can be ready to move forward on the awarded bid. Mary asked if the board could reach back out to the financial group, so we can resecure the funds/ financials for the MYP expansion bids this year. Matthew said he could help get in touch with our previous financial group and get this piece going again. B.J. entertained the motion to pay for the architect fee, so we can continue to work with Blake and his group on the MYP expansion and with the help through the bidding process. James motioned to provide the fee of $8240.00 to AC&CO, so we can continue with this group on the MYP expansion. Kyle second this motion. Unanimous Vote: 5 Yes/ 0 No.

- Kyle then mentioned the next topic, which was scheduling with the school district for the portables to be delivered to the VICS property. Mary said Blake mentioned this needed to be done sooner rather than later. James asked who moves the portables and how much will this cost for these portables to be delivered and set into place? Mary said we need to find this information out from the district. She will add it to the list for Joel. She said Craig will need to help get us on the schedule with the district or Joel.

- B.J. brought up the next topic and was about the permits needed to be completed before we get the bid in and approved. B.J. said we & Craig will need to chat with Joel on the permits (Foundation, Ramps, Site Pad, 1200C Sewer, etc.). James agreed and was worried about paying for these permits while we have not been approved for the bid and financial loan for the MYP expansion. Mary said she will add this to the list for Joel. James asked to have him cc’d on this email list for Joel, so he can help with making sure we ask these questions and to help provide answers to Joel from the board.

- Mary brought up the next topic, which was the property line. She said the agreement with Saafeld and Griggs was completed and good to go.

- James asked the board if we need to vote on the $50,000 power fee to PGE in this meeting. B.J. asked for the estimate. Sandra said it was at her desk and she would scan this invoice over to the board when she is back at the school. B.J. said when we received the estimate, we as a board, can decide on this fee and put it to vote. He mentioned we will need to agree on this one sooner rather than later as there could be a shortage of components.

- B.J. then asked the board if anyone can find the blueprint to the MYP expansion and then pass this onto the new board member, Cammi. He said this will help catch her up to speed with the MYP expansion project we have been working on. Kyle mentioned he would look through the past emails and if he could find it, would send this over to Cammi.

**8:01pm Meeting Adjourn-**

October Board Meeting: Monday, October 10th, 2022 @ 6:30pm. Held at VICS or on Zoom Link.