



Meeting of the Facilities Committee
February 3, 2021

Committee Members Present: Chair David Conley, Sean Hosseini, and Susan O'Neil

Also Present: Emily Porter, Director

Absent: none

Mr. Conley called the meeting to order at 1:57p.m.

Mrs. Porter informed the committee that the Capital Reserves Fund is maxed out at \$250,000. The next priority is to build the Operating Reserves Fund up to \$400,000, a goal which could be met as soon as July 2021.

Mrs. Porter presented an updated facilities maintenance plan. This plan contains maintenance, replacements, and improvements on the building from FY19-20 through FY22-23. It also contains contact information for contractors, as well as projects for our in-house maintenance staff, Lou. Mrs. Porter discussed the items within the budget that were vastly different from last year (normal rate increases were not discussed but updated costs were included in the plan). These included the purchase of outdoor furniture, gutter repair, a new HVAC control system, the Peterson Cleaning contract, and the options for fiber internet starting July 1. The committee agreed to Mrs. Porter's suggestions and will bring the Facilities Maintenance Plan to the next board meeting for board approval pending the continued nuclear plant funding. If the power plant shuts down, a new plan will be written in order to reevaluate each line item.

Mrs. Porter then discussed the need for a long range facilities plan that would include the estimated life span and replacement costs of each system. Because of the current funding volatility, this plan will be written for next year's Facilities Committee.

Mrs. O'Neil made a motion to adjourn. The motion was seconded, and the committee adjourned at 2:47 p.m.

Respectfully submitted,
Emily Porter, Director

Approved February 11, 2021