

Rochester Joint Schools Construction Board
Monthly Meeting Minutes
September 12, 2022
4:00 PM

Present – Called to Order by the Board Chair at 4:01 PM

The meeting was attended by Board Chair Thomas Richards, Vice Chair Michael Schmidt (virtual – 4:08), Treasurer Kim Jones (virtual), Richard Perrin (virtual), Vernon Connors (virtual), Ron Gaither (virtual), Jesse Dudley (4:04), General Counsel Greg McDonald, General Counsel Melissa Mahler (virtual), General Counsel Ed Hourihan (virtual), RCSD Interim Chief of Staff Linda Cimusz (virtual), RCSD CFO Shawn Farr (virtual).

Approval of Minutes

Monthly Meetings held on August 8, 2022

Motion by Board Member: Kim Jones

Second by Board Member: Richard Perrin

Approved: 7-0

Action Items

Resolution 2022-23:10

Pay Requisition Summaries Acceptance (August 2022)

Moved by Board Member: Jesse Dudley

Second by Board Member: Ron Gaither

Adopted: 7-0

FUND BALANCE REPORT:

Chairman Richards introduced the report to the Board and stated that all of the projects are complete, however, some small contracts remain open. The remaining funds are divided by bond restricted funds (\$5,577,066), RJSCB funds (\$461,795) and RCSD loan funds of up to \$1 million dollars. This advance is how the RJSCB will finance the interim period between Phase 2 and Phase 3 and that's been true in the previous two phases as well. No expenses have been charged to the advance so it's not showing on this report but it will next month. The top portion of the sheet reflects the total amount of the funds available, the next section is open contract balances, the next section reflects the invoices on the current pay requisition and the last section are the remaining balances.

Meeting Notes

- Chairman Richards requested Member Vernon Connors to set up a meeting with District personnel to discuss the appropriate use of the different fund balances. Member Connors agreed to arrange a meeting for at least an hour in the coming week.
- Chairman Richards stated that there was no diversity report for this meeting but, now that all of the projects have been completed, the Board will receive a final report of the entire program at next month's meeting.
- Chairman Richards stated that the presentation given to the RCSD Board of Education by Vice Chair Michael Schmidt is included in the Board packet so that the members of the RJSCB would have the same information as the Board of Education. Vice Chair Schmidt stated that all benchmarks had been met to date and that it has been stressed to the Board of Education that the decision on the specific projects must be made by December. One of the criteria that will

be used is no building will be renovated that might potentially be closed. The next work session is the end of September and Dr Shelly Jallow is invited to all meetings to ensure State representation.

- Chairman Richards suggested that the Board plan for success and get prepared for a lot more engagement by the end of the year. The RJSCB needs to put a Program Manager and Financial Advisor in place so a small group should be assembled to review the previous RFP for the Phase 2 Program and prepare it to be issued in the next couple of months. There was some resistance by the State, initially, because the plan was not in place but the District has been very engaged in developing a plan. Member Richard Perrin volunteered to be on the committee and Vice Chair Schmidt volunteered to represent the District on the committee.

Report: Amendments Authorized by Chair

Chairman Thomas Richards stated that the amount authorized by the Chair for the month of August was for 3 Amendments totaling **(\$73,095.79)** included in the Board Packet, and outlined below:

| Amendments Authorized by Chair for August 2022 Meeting | | | | |
|---|----------------|----------------------|--------------------|----------------------|
| Project | Firm | Amendment No. | Description | Amount |
| RJSCB | Erdman Anthony | 5 | Deduct Amendment | (\$212.00) |
| RJSCB | CJS | 3 | Deduct Amendment | (\$633.79) |
| RJSCB | Lawley | 2 | Deduct Amendment | (\$72,250.00) |
| TOTAL | | 3 | | (\$73,095.79) |

There was no Executive Session held this meeting.

Adjourned at: 4:42 pm

Moved by: Kim Jones

Seconded: Mike Schmidt

Approved: 7-0