

ACADEMY FOR SCIENCE AND DESIGN CHARTER SCHOOL

BOARD OF TRUSTEES MEETING

MINUTES

October 24, 2006

Present: Trustees Fishbein (chair), Popik, Graham, Klewicki, Hollins. Absent: Jordan.  
Also present: Proulx, McMonagle.

I. Call to Order: With a quorum present, Chair Fishbein called the meeting to order at 4:17 p.m.

II. Approval of August meeting minutes. Deferred to the next meeting.

III. Reports. Hollins discussed initiatives and events since last meeting. The Start-up Coordinator position has been advertised and interviews will soon take place. A philanthropic gift has been received and a consultant for public relations and development is now in place. The next key issue is facilities planning for the short-term (opening September 2007) and for the future (an academy building site and plan). A facility and marketing schedule was outlined, now through February with an initial fundraiser and publication on New Hampshire college science and technology programs by February/early March.

Fishbein reported on his efforts with board recruitment and expressed that meetings should end with a date certain for the subsequent meeting.

IV. Facilities: Turning the meeting focus to facility decisions needed to open September 2007, three architects agreed to share information with the board.

Mr. Myers gave an overview of his firm, projects, costs, and timelines. He clarified design build and construction management models and steps involved in shaping a clear physical and financial plan. He discussed the need for focus, timely decision-making, and how to flush out important details. He discussed the importance of building design reflecting purpose and program of the school, asking how design would be integrated with science emphasis. He gave examples of computer-generated design for building models and how his firm works with project marketing and advancement. Presentation materials and renovation of historic buildings were discussed.

Mr. Davis gave an overview of his firm, projects, costs, and timelines. He discussed the importance of parallel initiatives for locating short- and long-term space options and the possibility that a site might be identified initially that could have a defined core for starting but also have expandability and grow into the long-term facility. The potential benefits of identifying the future building initially was discussed at length. He discussed

the value of a construction manager and the process and costs of locating this service. He stressed the importance of weighing how much to invest in temporary quarters. He stressed the time needed for this work and urged the board to not delay initial location selection. He mentioned the possibility of more than one firm collaborating on the project, particularly if a joint venture brought a specific expertise to the project. Cost-estimating and presentation materials were discussed.

**Motion** Michael; 2<sup>nd</sup> Joe: To initiate an aggressive process to find and determine temporary space within the next 30-45 days. Passed. Unanimous.

Mr. Halle gave an overview of his firm, projects, costs, and timelines. He discussed planning and marketing and staying focused on the goal of finding an initial smaller space for opening September 2007. He agreed it might be possible to locate a building that could serve during the first years and then expand. He concurred that the challenge is looking at available options and keeping focus. In discussing timelines he suggested 6 months for renovations He gave his view of marketing materials and creating a vision, providing visuals. He discussed various types of options in Manchester and Nashua.

Following three discussions and suggestions, Board members discussed ideas presented. There was consensus to focus energy on facility selection, making an initial decision soon from available options. Motion by Fishbein; 2<sup>nd</sup> Klewicki: To ask Jonathan Halle of Warren Street Architects to assist the board on the first phase of its facility initiative, for purposes of site selection and project initiative. Passed. Unanimous. Susan was asked to develop an agreement for up to \$5,000.

V. Next meeting. Susan will host the next meeting in Concord, at 89 South Street. Dinner will be provided. The next meeting was set for Tuesday, December 5<sup>th</sup> at 4:00 p.m.

Board members commented that this was a most helpful and productive meeting and all were appreciation to architects for sharing their talent, experience, and wisdom with the board. The Chairman expressed his appreciation for Joe Klewicki hosting the meeting.

VI. Motion by Hollins to adjourn; 2<sup>nd</sup> by Popik: Passed. Meeting adjourned at 6:45 p.m.

Respectfully Submitted:  
Tom Popik  
Board Secretary