



ABBY KELLEY FOSTER CHARTER PUBLIC SCHOOL

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Facilities and Finance Committee

**Friday, December 14, 2018 at 7:45 a.m.
Executive Director's Office, Middle School**

Meeting Minutes

- I. The meeting was called to order by Patrick Royce, Treasurer at 8 :00 am.
- II. Attendance Recorded; Heidi Paluk, Brian Haas, Patrick Royce, Dianne Bonaventura, Randy Schmid
- III. Minutes from November 8, 2018 meeting were approved.
- IV. Financial Statements were provided by Dianne Bonaventura.
- V. Staffing needs were discussed. Brian Haas reported that the Director of Facilities posting would be going up shortly. Business Manager job description was reviewed and will be posted in early 2019.
- VI. Facilities update was delivered by Brian Haas.
 - a. Repairs to the Elementary School relative to the Sewer Issue continue. There are no other/new issues simply continued repairs.
 - b. Environmental Update; air quality remains at normal levels. Nothing new with this matter at this time.
- VII. Next Meetings: Friday, January 18, 2019
- VIII. Adjournment was done at 8:59 am by Patrick Royce, Treasurer.