

**Building Advisory Committee & Financial Advisory Committee
Handbook & By-laws Subcommittee**

Meeting Agenda

Meeting Date: May 19, 2021 @ 4pm

Meeting Location: Virtual/On Line via Zoom

Contact Frazier.pam@wgmail.org or moore.cori@wgmail.org to be invited.

- I. Call Meeting to Order
- II. Review Agenda/Modify if applicable.
- III. Review and Approve Meeting Minutes for last meeting
- IV. Review Action Items
- V. Review BOE Meeting and Comments
- VI. Additional District Documentation to be addressed
 - a. Policy Updates
 - b. District Website Updates
- VII. Adjourn

**Building Advisory Committee & Financial Advisory Committee
Handbook & By-laws Subcommittee**

Meeting Minutes

Meeting Date: May 5, 2021

Meeting Location: Virtual/On Line

Attendees:

Pam Frazier, COO/CFO – Present

Joann Kite, Comptroller – Present

Sean Eickhoff, BAC - Present

Mark Arens, BAC - Present

Nikki Lemley , FAC – Absent, Excused

Cullen Kuhn, FAC – Present

1. Meeting called to order at 4:00pm
2. Reviewed Meeting Agenda
No Comments or Modifications requested.
3. 4/21/2021 Meeting Minutes
Reviewed 4/21/2021 meeting minutes.
Mark motion to approve, Cullen second.
Meeting Minutes approved.
4. Action Items reviewed.
 - a. MSBA attorney review
Pam submitted documents for MSBA attorney review. Comments received back from MSBA attorney. Email response indicated documents were well written and only minor comments. Handbook comments were reviewed and accepted in general.
Bylaw comments were reviewed and accepted in general.
Pam now has the master documents under her control and will incorporate comments prior to BOE package on Friday.
 - b. BOE Package
Handbook – Pam to incorporate MSBA attorney comments
Bylaws - Pam to incorporate MSBA attorney comments
BOE Summary Document – Reviewed during meeting. Sean to incorporate comments.
BOE Presentation – Reviewed during meeting. Sean to incorporate comments.

5. The Handbook & Bylaws Timeline was reviewed.

April 30th – all comments from BAC and FAC

May 5 – Subcommittee Meeting

May 7 – Documents in BOE Package

Summary Document

Presentation

Handbook

BAC & FAC Bylaws

May 13 – BOE Meeting (Virtual Meeting)

Presentation

All sub committee members planning to attend virtually.

May 19 – Subcommittee Meeting

BOE Follow up

June 10 – BOE Meeting

Approval

6. Handbook

Complete

7. Bylaws

Complete

8. Student Recruitment for BAC/FAC

Student recruitment will be planned for Fall 2021 after BOE approves Handbook and Bylaws.

9. Next Meeting:

Wednesday, May 19, 2021 @ 4pm

10. Motion to adjourn and seconded.

Cullen motion to adjourn, Mark second.

11. Meeting Adjourned at 4:48 p.m.