

**Friends of VSAS Board  
Meeting Minutes December  
17, 2015 5:08-6:02 PM  
Keakealani Campus**

Call to order: The meeting was called to order by Board Chairperson Amalie Dorn at 5:08 PM.

Board members present: Mara Saltzman, Stephanie Cecil, Amalie Dorn, Ian Cole, Lisa Canale, Kalima Cayir, and Ted Pirsig

Board members absent: David Goodman, Lynn Morrison, and Joel Kelley

Guests: Boone Morrison, Seth Warner, and Satoshi Yabuki

Introduction of Officers, Directors, and guests

Previous Minutes: Mara Saltzman presented previous board minutes from December 7, 2015. **Ted Pirsig moved to accept the minutes as amended, Stephanie Cecil seconded; vote was unanimous in favor, none opposed.**

Board Chairperson Resignation: **Ted Pirsig moved to accept Daryl Smith's resignation; Lisa Canale seconded; vote was unanimous in favor, none opposed.**

Board Vice Chairperson Resignation: **Lisa Canale moved to accept Ross Rammelmeyer's resignation; Ted Pirsig seconded; vote was unanimous in favor, none opposed.**

Limited Liability Insurance Renewal: questions were raised about whether or not it covers anyone working on the grounds under Friends of VSAS on either campus; whether or not waivers were needed for volunteers; whether or not FVSAS Directors were covered under malfeasance coverage. Amalie will check into malfeasance and the answers to the other questions raised. David Goodman had automatically renewed the Limited Liability Insurance coverage. It does not cover flood damage.

Bylaw Amendments: Bylaws revised December 7, 2015 require some corrections, specifically chairperson verses president terminology, spelling corrections, check signers from FVSAS as opposed to VSAS, lack of paragraph existing about shared decision-making between Volcano School Governing Board and Friends of Volcano School, and clarity on the tenth Board member being an ex officio Educational Director or designee who does not vote.

Discussion: It was discussed that the Volcano School Governing Board may want to appoint a person to represent the Governing Board on Friends of Volcano School and this topic will be revisited at a later meeting. It was discussed that fundraising, grant writing, school mission and vision, board objectives and values, and transparency of the Board were not mentioned in the Bylaws. **Ted Pirsig moved to accept the Bylaws as amended; Stephanie Cecil seconded; 6 in favor; one abstain.**

Treasurer's Report: There was no Treasurer report because David Goodman was absent from the meeting.

Funding Sources: Fundraising help from a community building and grant writing organization (Ho'okupa'a) and other possible Kitchen and Multipurpose Room Grants in Aid were discussed. There is also a possibility of a new money tax credit grant. A contract with a community building and grant writing organization could cost money but help raise additional funds for building. The scope of such a contract would need to be approved by the Friends Board. **Amalie Dorn moved to accept Lisa Canale as the point of contact for the Ho'okupa'a grant-writing project; Ted Pirsig seconded; vote was unanimous in favor, none opposed.**

Procurement Policy: Revisions to the existing FVSAS Procurement Policy were tabled. Drafts may be reviewed through email. Amalie Dorn volunteered to write a draft.

Website Management: Amalie Dorn will be updating the new website. **Amalie Dorn moved to accept Mara Saltzman as website manager following Amalie Dorn's initial uploads to the website; Lisa Canale seconded; vote was unanimous in favor, none opposed.**

GIA Point of Contact: The GIA allows 24 hours to change the point of contact person following a change in project leadership. **Amalie Dorn moved to accept Lisa Canale**

**as the Grant in Aid point of contact; Mara Saltzman seconded; vote was unanimous in favor, none opposed.**

**Motion to Adjourn: Mara Saltzman moved to adjourn the meeting at 6:02 pm, Ted Pirsig seconded; vote was unanimous in favor, none opposed.**

Mara  
Saltzman,  
Secretary

Approved  
1-21-2016