



MicroSociety Academy Charter School
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Facilities Committee Meeting Minutes
Friday, February 25, 2022

Meeting called to order at 9:35 a.m.
Present (on Zoom): Brad, Tim and Amy

- Agenda
 - Discussion of current projects and assign priorities and action items for next steps.
 - Discussion of Landscaping and snow removal proposal
 - Appropriate Vendors to send RFQ
- Decisions reached
 - Roof Leaking is highest priority – Amy to call vendor (when weather permits) who redid the roof (Is there a warranty?) to examine and propose a solution.
 - Snow removal and landscaping RFQ next priority. We discussed changes to current RFQ. Brad made changes and redistributed for review
 - 3 vendors chosen – Design Works (Existing Vendor), Saints Landscaping (Vendor at Andrews Condo Association), Morin's (recommended by another board member).
 - RFQ has been approved by committee and approved so is ready to be sent to the 3 vendors – Amy will be primary contact.
 - Cleaning RFQ will be next RFQ to be developed – Brad to put together the RFQ and will have it ready for next committee meeting for review.
 - There have been issues with current cleaner with floors not having enough wax, cleaning, and response issues. Vendor is hiring people to address some of the issues.
 - Driveway repair will be put off and should be included in the modular project
 - Siding and Window issues are a lower priority.
 - No new topics were discussed.
- Recommendations to board
 - Once proposals are received from the 3 vendors for the snow removal/landscaping RFQ the board will review proposals and decide how to move forward.

Meeting adjourned at 10:35 p.m.