**Public School Capital Construction Assistance Board Meeting Minutes**

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| **Date & Time:** | August 19-20, 2021, Varying Times |
| **Location:** | Mapleton School District Administration Building  7350 N. Broadway St. Denver, CO 80221 |

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| **Capital Construction Assistance Board Members:** | | |
| Scott Stevens - Chair | Vaishali McCarthy | Matt Samelson |
| Jane Crisler – Vice Chair | Allison Pearlman | Michael Wailes |
| Brian Amack | Brett Ridgway | Wendy Wyman |

**Day 1 – August 19, 2021**

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| I. | **Call to Order:** Meeting called to order by Scott Stevens at 9:02am |
| II. | **Roll Call:**  Members Present: Brian Amack, Jane Crisler, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Michael Wailes, Brett Ridgway, Wendy Wyman, Scott Stevens  Guests: Joe Peters, AG’s Office |
| III. | **Approve Agenda:**  Motion moved: Jane Crisler - *Approve agenda*  Second by: Allison Pearlman  All for: Brian Amack, Jane Crisler, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Brett Ridgway, Wendy Wyman, Scott Stevens  All opposed: None  Absent: Michael Wailes  Motion passed |
| IV. | **Approve Minutes:** May 19-21, June 3, July 15, 2021  Motion moved: Matt Samelson - *Approve minutes as written*  Second by: Wendy Wyman  All for: Brian Amack, Jane Crisler, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Brett Ridgway, Wendy Wyman, Scott Stevens  All opposed: None  Absent: Michael Wailes  Motion passed |
| V. | **Board Report:**   * Brett: Discussed a committee he is a part of and how it could benefit the program. * Wendy: Attended the Lake County SD ribbon cutting. The event was great and she was glad to be able to attend. |
| VI. | **Director’s Report:**   * Thank you to Staff and everyone who helped put this meeting together. * Congratulations to Allison, Brian and Brett on their re-appointments to the CCAB. * Staff is close to wrapping up the Emergency Grants process. Currently working through nuances. * Animas is planning a ground breaking event mid October. RMSEL had a quiet ribbon cutting ceremony recently. They are offering for any interested CCAB members. Ricardo Flores Magón Academy will be holding a ribbon cutting ceremony September 17th. * Andy explained the purpose and intended outcome of the retreat meetings. |
| VII. | **Action Items:**   1. Approve FY23 BEST Grant Timeline   Motion moved: Brian Amack – *I move to approve BEST FY23 grant timeline as presented.*  Motion Rescinded  Motion moved: Brian Amack – *I move to approve BEST FY23 grant timeline with update to Approval section to reflect correct year.*  Second by: Jane Crisler  All for: Brian Amack, Jane Crisler, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Brett Ridgway, Wendy Wyman, Scott Stevens  All opposed: None  Absent: Michael Wailes  Motion passed |
| VIII. | **Discussion Items:**   1. BEST and Facility Insight Updates:  * Andy and Dustin reviewed the facility insight program and their accomplishments and progress.  1. Board Training and CCAB Responsibilities:  * Joe Peters reviewed and trained on public meeting guidelines and records requirements. * Andy reviewed the responsibilities of the CCAB and what is expected of them.  1. Assistance Fund Projections and Program Efficiencies:  * Andy reviewed the assistance fund and future projections. The CCAB gave feedback and suggestions. |

**Day 2 – August 20, 2021**

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| I. | **Call to Order:** Meeting called to order by Scott Stevens at 9:01am |
| II. | **Roll Call:**  Members Present: Brian Amack, Jane Crisler, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Michael Wailes, Brett Ridgway, Wendy Wyman, Scott Stevens |
| III. | **Discussion Items:**   1. Lessons Learned:  * Andy reviewed the most recent applicant survey results and comments.  1. Match Calculations and Weights    * Jay reviewed match calculations and factors. The board asked questions and provided feedback. 2. BEST Participation in State/Governor Initiatives    * Meg and Cheryl presented on different State/Governor initiatives as possibilities for the future BEST participation. |
| IV. | **Future Meetings:**   * September 28th, CASBO Convention, Vail CO * October 21, Mapleton Board Room |
| V. | **Adjourn:**  Meeting adjourned at 2:13pm |