

**Building Advisory Committee  
Meeting Agenda – In Person  
November 18, 2021 (5:30-7:00pm)**

**Walter Ambrose Family Center**  
222 West Cedar Avenue, Webster Groves, MO 63119

- I. Call to Order
- II. Adoption of Meeting Agenda
- III. Walter Ambrose Family Center Report and Tour
- IV. Approval of the October 21, 2021 Meeting Minutes
- V. Public Comments to the Advisory Committee by guests
- VI. Old Business
  - a. Prop E. Update - Rob
  - b. Board Policy on Construction Bidding Update – Rob
  - c. High School Auditorium, McClure Options – Jason
  - d. High School Little Theatre – Pam
  - e. Radon Concerns – Jason
  - f. Facility Assessment Report Updating - Jason
- VII. New Business and Reports
- VIII. Chair’s Report
  - a. Monica Conners – Resignation
  - b. Member Terms
  - c. BAC Document Storage in Cloud – need gmail account
- IX. Announcements by Members
- X. Future Business
- XI. Adjournment

## Building Advisory Committee

### Meeting Minutes

**Meeting Date: October 21, 2021**

**Meeting Location: Givens Elementary School**

### Attendees:

Arens, Mark - Member	Present	Frazier, Pam, CFO/COO	Present
Cibulka, Jim - Member	Present	Todd, Allen, BOE Rep	Present
Conners, Monica - Member	Absent	Mueller, Jason – Director of Facilities	Present
Curtis, Randy – Member	Present	Steuber, Rob – Const Project Manager	Present
Eickhoff, Sean - Member	Present	Hazelton, Mike – Assist Principal	Present
Mittler, Chuck - Honorary	Absent		
Myers, Steve - Member	Present		
Piazza Chris - Member	Present		
Wiley, Tristen - Member	Present		
Wilhite, Darren - Member	Absent		

\*Five of nine BAC **members** must be present for a quorum to hold a meeting.

#### 1. Call to Order

Sean Eickhoff call the meeting to order at 5:35pm

#### 2. Adoption of Meeting Agenda

Motion made by Chris Piazza, seconded by Tristan Wiley to adopt the meeting agenda as presented.  
Motion passed by unanimous voice vote.

#### 3. Tour of Given Elementary

Jason Mueller reported on Givens Elementary condition.

Amazing refresh of the building. New paint, ADA/secure entrance, library refresh.

Principal wants to update the air conditioning system.

Givens has R22 based rooftop units, many are old and need updated.

Update of the Building Automation System is planned. The BAS will track CO2 levels and humidity to know how well we are exchanging the air. Utilizing ESSR funds.

Looking to use ESSR funds to take out carpet, put in tile.

Breezeways need to be updated for safety and security.

There are roofs that need updating, and some concrete work.

There is asbestos in the walls we will need to remediate eventually.

North end of the grounds are under-utilized and should be thought of how to use better for the future.

Discussed the price of heating and cooling Givens. Single story, many windows, low insulation values. Randy asked if we need to look seriously at a serious investment in energy efficiency. Rob replied it is something we need to look at, Jason said we will have to think about the entire wall assembly here and at Hixson.

Tristan asked about Radon and Jason will look into it.

#### **4. Approval Meeting Minutes**

Pam Frazier noted that John Thomas was not absent at the last meeting. John is no longer the WGSD rep.

Motion made by Chris Piazza, seconded by Tristan Wiley to approve the September 16, 2021 meeting minutes. Motion passed by unanimous voice vote.

#### **4. Public Comments to the Advisory Committee by guests**

No Guests were present.

#### **5. Old Business**

##### **Prop E Update**

Rob reported that Hixson closeout and owner training is all that is left on Prop E projects. Owner's training is scheduled for October 22 for HVAC, etc.

Chris inquired about PR to advertise all the great work.

##### **Board Policy on Construction Bidding Update**

Members include Rob Stueber, Mike Hazelton, Steve Myers and Tristan Wiley. Rob would like the members to gather for a few minutes following the meeting to coordinate meeting dates and refresh on where they left off.

##### **Review of Handbook and Bylaws**

BAC needs to determine member terms.

#### **6. New Business and Reports**

Pam Frazier announced a \$2 million donation by anonymous donor to renovate the little theatre at the high school. Considerations to renovate are build a new structure. Planning to build new. High school will have input – flexible space, looking at options. Have to discuss storm shelter options with city. 1 or 2 story? Current facility is not well used. Time frame – summer 2022.

High School Auditorium front of the house renovated previously.

Contacted McClure engineering to look into back of house concerns. McClure has visited the facility and is providing two options – back of the house safety and an updated sound / light system.

**7. Chair's Report**

Sean and Pam discussed utilizing an online storage location to house BAC documentation for access by BAC member and WGSD representatives. IT Director will set up a location and add BAC members. Documentation will still need to be posted for public access as usual.

Sean asked about membership.

Chuck Mittler is an honorary member and kept in the loop but is not expected to attend meetings.

Monica Conners - Chris Piazza said he reached out to Monica last year and she said she wants to be on the committee but has not been able to make it. Sean to contact Monica prior to next BAC meeting.

**8. Announcements by Members**

None.

**9. Future Business**

None to report.

**10. Adjournment**

Motion made by Chris Piazza, seconded by Jim Cibulka to adjourn. Motion passed. Meeting adjourned.

**11. Next Meeting:**

Thursday, November 18, 2021 5:30pm @ Ambrose