**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 Building7350 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 StevensGuests: Joe Peters, AG’s Office |
| III. | **Approve Agenda:**Motion moved: Jane Crisler - *Approve agenda*Second by: Allison PearlmanAll for: Brian Amack, Jane Crisler, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Brett Ridgway, Wendy Wyman, Scott StevensAll opposed: NoneAbsent: Michael WailesMotion passed |
| IV. | **Approve Minutes:** May 19-21, June 3, July 15, 2021Motion moved: Matt Samelson - *Approve minutes as written*Second by: Wendy WymanAll for: Brian Amack, Jane Crisler, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Brett Ridgway, Wendy Wyman, Scott StevensAll opposed: NoneAbsent: Michael WailesMotion 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.
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| 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.
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| VII. | **Action Items:**1. Approve FY23 BEST Grant Timeline

Motion moved: Brian Amack – *I move to approve BEST FY23 grant timeline as presented.*Motion RescindedMotion moved: Brian Amack – *I move to approve BEST FY23 grant timeline with update to Approval section to reflect correct year.*Second by: Jane CrislerAll for: Brian Amack, Jane Crisler, Vaishali McCarthy, Allison Pearlman, Matt Samelson, Brett Ridgway, Wendy Wyman, Scott StevensAll opposed: NoneAbsent: Michael WailesMotion 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.
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**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.
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| IV. | **Future Meetings:*** September 28th, CASBO Convention, Vail CO
* October 21, Mapleton Board Room
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| V. | **Adjourn:** Meeting adjourned at 2:13pm |