

School Building Use Committee
Meeting Minutes
November 19, 2020

The Zoom meeting was **called to order** at 5:04 pm.

Members present: Pat McGahan, Mary Sumner, Pam Porter, Lyra Johnson-Fuller, Robin Jenkins.

Reviewed Agenda; no changes made.

Mary Sumner was appointed as the minute taker for this meeting.

1. Minutes of November 14, 2020 approved as amended (fix spelling and add Pam). Moved by Lyra, seconded by Pam. Roll Call vote: Pam-Aye, Mary-Aye, Lyra- Aye. (Robin and Lyra were present but not recognized by host- this was not noticed till after the vote)

2. No Public Comment- no one present.

3. Pam reviewed the **calendar** of current use and building requests:

- **Learning Hub-** no changes.
- **Tri-Wire:** the payment checks has been received: \$500.00 deposit and \$575.00 first month's rent.
- **Calendar Program:** Pam noted the work Pat has done to find an easier calendar to use for listing and coordinating events. Pam asked that we wait and work on this in the new committee as it will be a tool the new committee will need to use for all the buildings.

4. Pam reviewed the report she had drafted to the Select Board summarizing our work and recommendations (*amend by adding: on marketing space in the buildings*) as our committee transitions. Members commented on the draft. Pat noted the need for an opening paragraph summarizing and introducing the work we have done on using, renting and leasing space in the building. Pam noted she would like to ask the CDC if they could help conduct a building use survey; if they could do this work, she would add it *(a)s* a recommendation in the report. All were agreeable. Pam asked for a motion to approve the draft report as amended. Lyra moved the motion, seconded by Robin. No further discussion. Roll call vote: Pat-Aye, Pam-Aye, Mary-Aye. Robin-Aye, Lyra- Aye.

Reviewed and discussed the timing of presenting this report and also who will speak at the SB meeting on December 1. Pam will print hard copies of the report for the SB members; Mary and Pam will review final report together before the SB meeting.

5. Recommendations to SB on opening the building to remote workers and committees. Pam noted the SB request for the SBUC to comment on opening the school building for internet use and meetings. SBUC members reviewed the draft response Pam had written

listing our thoughts and concerns; committee members discussed each bullet item making corrections and additions as needed.

Pam called for a motion to give the Chair permission to do the final edits based on today's discussion and submit to the SB tomorrow (Nov. 20). Pat made the motion, seconded by Lyra. Roll call vote: Pat-Aye, Pam-Aye, Mary-Aye, Robin-Aye, Lyra- Aye.

6. Winter Drama Program: reviewed that the request from Jon Diamond to use the building as part of his winter program is still being reviewed by BoH. Pam noted the draft proposal we have notes program using 3 locations (Berkshire East, 18 Jacobs Rd., and Shelburne Falls studio). In a conversation Pam had with Gabe Porter of Berkshire East it was noted that Berkshire East is not considering reviewing the proposal until mid-January *after* they have the ski season up and running. This means Jonathan will have to re-write his proposal to show use of only two locations. SBUC will have to wait until that reworked proposal comes in and is reviewed again by BoH. Noted the timing for that may come after this committee is dissolved, and will come before the new Building Use Committee.

7. Discussed the “ending” of the SBUC and the **transition to the Building Use Committee**. The SB has asked Barbara Travers to host and call the first meeting of the new committee. Pam asked if as a board we want to present anything at that first meeting? Members noted our minutes are on the Town web site for others to review. Pam will check in with Barbara to see if she wants any documentation before the meeting.

8. Discussed scheduling a final before Dec 1 end in case any items come up that require our review. Set a meeting for November 30, 2020 at 5:00pm via Zoom.

9. Pam asked if there was any other business before we adjourned. Lyra noted she will be opening window service at the 18 Jacobs Rd library, following same protocol used in Sawyer Hall Library. She has a plexiglass shield installed and is hoping to have the service available from 10:00 am – 12:00 on the days she is at the hub. This will allow children in the hub and community to borrow books in a convenient manner.

Motion to adjourned at 6:23 pm. Moved by Pat, seconded by Robin. All agreed.

Next meeting: November 30, 2020 at 5:00pm

Respectfully submitted,
Mary Sumner, SBUC member