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

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| **Date & Time:** | May 13-15, 2024, 9:00am-4:00pm |
| **Location:** | Virtual – Microsoft Teams |

**Capital Construction Assistance Board Members:**

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| Jane Crisler – Chair | Vaishali McCarthy | Lara Vincent |
| Wendy Wyman – Vice Chair | Matt Samelson | Michael Wailes |
| Kevin Haas | Wade Turner | George Welsh |

**Day 1 – May 13, 2024**

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| I. | **Call to Order:** Meeting called to order by Jane Crisler at 9:02am |
| II. | **Roll Call:**  Members Present: Kevin Haas, Vaishali McCarthy, Matt Samelson, Wade Turner, Lara Vincent, Michael Wailes, George Welsh, Wendy Wyman, Jane Crisler |
| III. | **Approve Agenda:**  Motion moved: George Welsh – *Approve Agenda as presented*  Second by: Matt Samelson  All for: Kevin Haas, Vaishali McCarthy, Matt Samelson, Wade Turner, Lara Vincent, Michael Wailes, George Welsh, Wendy Wyman, Jane Crisler  All opposed: None  Motion passed |
| IV. | **Action Items (Day 1):**   1. Overview of Meeting Rules and Processes  * Andy reviewed the rules and meeting process with the group   Motion moved: Wendy Wyman – *Approve meeting rules*  Second by: Vaishali McCarthy  All for: Kevin Haas, Vaishali McCarthy, Matt Samelson, Wade Turner, Lara Vincent, Michael Wailes, George Welsh, Wendy Wyman, Jane Crisler  All opposed: None  Motion passed   1. Grant Request Reviews and Q&A  * The board reviewed, discussed and voted on the FY24-25 grant applications and representatives from the districts answered questions. |
| V. | **Adjournment:** Day 1 adjourned by Jane Crisler at 3:17pm |

**Day 2 – May 14, 2024**

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| I. | **Call to Order:** Meeting called to order by Jane Crisler at 9:01am |
| II. | **Roll Call:**  Members Present: Kevin Haas, Vaishali McCarthy, Matt Samelson, Wade Turner, Lara Vincent, Michael Wailes, George Welsh, Wendy Wyman, Jane Crisler |
| III. | **Discussion/Action Items (Day 2):**   1. Overview of Meeting Rules and Processes  * Andy reviewed the rules and meeting process with the group  1. Grant Request Reviews and Q&A  * The board reviewed, discussed and voted on the FY24-25 grant applications and representatives from the districts answered questions. |
| IV. | **Adjournment:** Day 2 adjourned by Jane Crisler at 3:20pm |

**Day 3 – May 15, 2024**

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| I. | **Call to Order:** Meeting called to order by Jane Crisler at 9:00am |
| II. | **Roll Call:**  Members Present: Kevin Haas, Vaishali McCarthy, Matt Samelson, Wade Turner, Lara Vincent, Michael Wailes, George Welsh, Wendy Wyman, Jane Crisler |
| III. | **Discussion/Action Items (Day 3):**   1. Overview of Meeting Rules and Processes  * Andy reviewed the rules and meeting process with the group  1. Grant Request Reviews and Q&A  * The board reviewed, discussed and voted on the FY24-25 grant applications and representatives from the districts answered questions.  1. Adopt the FY24-25 BEST Grant Prioritized List:   Motion moved: Vaishali McCarthy *I move to direct Division staff to submit the prioritized list of BEST Cash grant projects to the State Board of Education based on eligibility, subject to the availability of funds and financing and any other noted conditions, with any adjustments to the grant amount and match amount as may be imposed by C.R.S. 22-43.7-109(10)(a) and with adjustments necessary to maximize use of all eligible appropriations.*  Second by: Michael Wailes  All for: Kevin Haas, Vaishali McCarthy, Matt Samelson, Wade Turner, Lara Vincent, Michael Wailes, George Welsh, Wendy Wyman, Jane Crisler  All opposed: None  Motion passed |
| IV. | **Future Meetings (Discussion Item):**   * + - June Meeting – Cancelled     - July 18, 2024 – Virtual     - August - AnnualBoard Retreat – Details TBA |
| V. | **Board Report:** Nothing to report |
| VI. | **Staff Report:**   * + - Andy discussed upcoming CCAB vacancies.     - Reviewed HB24-1448 and it’s potential impacts on the Capital Construction program. |
| VII. | **Public Comment:** None submitted |
| VIII. | **Adjournment:** Day 2 adjourned by Jane Crisler at 3:40pm |