

**Palmyra-Eagle Area School District**  
**Building & Grounds Committee Meeting Minutes**  
**Michael Eddy, Chairperson**  
**Tuesday, March 14, 2023, 6:00 PM**  
**P-E MS/HS - Community Center - 123 Burr Oak Street, Palmyra**

All meetings are subject to Wisconsin Statutes - Open Meeting Laws (19.81-19.98)

**I. Call to Order - Called to order at 6:00 PM**

**II. Roll Call** - quorum (2) of this committee required to proceed - Michael Eddy, Zachary Rutkowski. And Jean Reith. Doris Parsons, Mitzi Roscizewski, Tara LeRoy, Kristiana Williams, Todd Gray, Kari Timm, Katie Robertson and Kay Leigh Sockrider also in attendance.

**III. Discussion and Approval of Agenda**

**IV. Agenda**

A. Review February Meeting Minutes - Approved

B. Discussion Regarding SP Complex Signage and Wayfinding Signage Update. - Bushfire signs were chosen to do the work. They are currently working on the design. Discussed Longevity and cost.

C. Discussion Regarding the Greenhouse Project Site Set-up Quotes Update - Discussed bid requests being sent out, blueprints, and lighting.

D. Discussion Regarding the PEASD Facilities Report: Administration to define what they intend to do with the information that was presented? for PES to open in 2023? Who owns the project? What needs to be done to do that? What is scheduled for 2024? - Should have more information in two weeks about the number of classrooms needed. Will follow up next month.

E. Discussion Regarding Facility Readiness for Spring Sports: What needs to be done? Who is going to do it? By when? Additional needs to get ready? - Facilities are on track to be open in time. Heat is available, more to be done when it is warmer. Discussed lists of things that still need to be done. All has been budgeted.

F. Discussion Regarding Middle School Gym Water Damage - Discussed the progression is moving along, how to repair the floor, etc. Discussed timeline of usability, concerns about upcoming events.

G. Discussion Regarding Standard Process Sports Complex Parking Area Damage- Currently under snow, will be dragged to repair.

**V. Next Meeting:** April 11, 2023 at 6:00 pm - MS/HS Community Center

**VI. Adjourn:** The meeting adjourned at 6:21 pm.

**Respectfully submitted,**  
**Caitlin Kirchner**  
**PR Specialist**