

Palmyra-Eagle Area School District
Building & Grounds Committee Meeting Minutes
Michael Eddy, Chairperson
Tuesday, December 13, 2022, 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:** The meeting was called to order by Committee Chair, Michael Eddy, at 6:00 pm.
- II. **Roll Call** - quorum (2) of this committee required to proceed
 - A. Attended - Michael Eddy, Jean Reith and Zachary Rutkowski
 - B. Other Present - Tara LeRoy, Kristiana Williams, Doris Parsons, Mitzi Roscizewski, Rich Wagner - Building & Grounds Director, Kari Timm - MS/HS Principal, Ryan Jonas - IT Director, Brad Warner - Business Manager (via google meets), Traci Plotz - District Executive Assistant
- III. **Discussion and Approval of Agenda:** The agenda was reviewed and approved.
- IV. **Agenda**
 - A. **Review November Meeting Minutes:** The minutes from the November 8, 2022 meeting were reviewed and approved.
 - B. **Discussion Regarding SP Complex Signage and Wayfinding Signage Update:** Rich Wagner reported that he received some quotes for signage. Some quotes included the frame for the sign and some do not. It was decided to continue to search for quotes from additional vendors.
 - C. **Discussion Regarding Greenhouse Project Update:** Rich Wagner shared information on the costs to prep the land for the greenhouse. The proposed location is between the football concession stand and the parking lot. The committee requested that additional quotes are secured for the prep work. Rich reported that most companies will not quote without having the schematics for the project.
 - D. **Discussion Regarding the A/V equipment located in the Community Center Update:** Ryan Jonas presented a couple of quotes to repair the A/V equipment in the Community Center. Quote A was for \$29,100 and would maintain the existing Crestron Control System and add streaming capabilities and nine wireless gooseneck microphones. We could save \$3,345 if we kept one of the wired microphones and only purchase 8 wireless mics, this system would run off of a computer program. If we wanted to continue to use the system using an iPad, we would need to replace the existing iPad and add the cost of Crestron App. Quote B was for approximately \$32,866 and would reuse the non-proprietary components of our system and replace the Crestron control system with an alternative, non-proprietary solution, as well as add streaming capabilities and nine wireless gooseneck microphones. The committee decided to recommend Quote A to the full board at the January board meeting.
 - E. **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?:** Dr. Gray reported that a survey needs to happen to determine the scope of what needs to be done. The survey would show how much interest we have in the community for enrollment into the Montessori school. The Committee asked if we can begin working on fixing the common spaces and systems of the building as those

will be needed regardless of how many classrooms we will need. Then once we know more information we can work on the additional spaces needed. There is a concern that if we wait too long we may run into supply chain issues related to the repairs and/or supplies needed. Dr. Gray said we should plan on prepping 10 classrooms to be ready for the 2023-2024 school year.

V. **Next Meeting:** January 10, 2023 at 6:00 pm - MS/HS Community Center

VI. **Adjourn:** The meeting was adjourned at 6:26 pm.

Respectfully Submitted,
Traci Plotz
District Executive Assistant