

# HOLY TRINITY CATHOLIC SCHOOLS, INC.

## Board of Education Special Meeting

November 12, 2018

The special meeting of the Holy Trinity Catholic School Board was called to order at 6:03pm Monday, November 12, 2018 by President Steve Link at the St. Mary's Parish Gathering Space in West Point, IA. Father Hoffman led the group in an opening prayer.

**Roll Call:** Present: Mike Avery, Brad Box, Father DeRammelaere, Lisa Hansen, Father Hoffman, Steve Link, Loren Menke, Ray Menke and Paul Wilkerson.

**Agenda:** Steve requested that the agenda be changed to move New Business to item IV ahead of Old Business, and make New Business Item A. Ownership of Elementary Building. The agenda was approved as amended on a motion made by Lisa Hansen, seconded by Brad Box. Motion carried.

**Welcome Guests/Comments from Audience/Open Forum:** Steve welcomed John Hansen and Rebecca Hannum as our meeting guests.

### New Business:

**Ownership of Elementary Building:** Rebecca Hannum prepared a letter to the Diocese concerning the ownership of the new Elementary Building once it is completed. Mindy Goldie previously shared this letter with the board via email and it is attached to these minutes. The letter was approved by the St. Mary's Parish Council and the Finance Council. There was discussion among the School Board members and questions were answered by Rebecca. Brad Box made a motion to approve the letter as presented, and his motion was seconded by Lisa Hansen. Motion carried.

### Old Business:

**Elementary Project, Construction Update and Approval of Bills:** John Hansen gave an update regarding the status of the construction. He reported that the project was 8 weeks ahead of schedule at the time of the meeting.

John also presented a change order that was submitted by S.G. Construction. He went over each line item and the applicable cost. He provided the board with the total additional cost as a result of this change order. John reported that the contingency is healthy and provided supporting figures. The board discussed several of the changes at length and John provided answers to their questions. A motion to approve the change order was made by Paul Wilkerson and seconded by Ray Menke. Motion carried.

John presented the project pay application as of 11/1/18 and reviewed all current expenses with the board. He reported that Huffman Welding made a large in-kind donation in conjunction with the stairs/installation.

A motion to approve payment of the bills was made by Ray Menke and seconded by Loren Menke. Motion carried.

**Adjournment:** Motion to adjourn was made by Brad Box and seconded by Lisa Hansen at 8:30pm. Motion carried.

Respectfully submitted,  
Mindy Goldie