

**Rochester Joint Schools Construction Board**  
**Organizational Meeting Minutes**  
**July 8, 2013**  
**4:30 PM**

**Present**

Chair Lois Giess, Vice Chair Bob Brown, Treasurer Brian Roulin, Members Ann McCormick, Everton Sewell and ICO Windell Gray. Member Castro and Member Pifer were away. Also present were: Executive Director Tom Renauto, General Counsel Peter Abdella (arrived at 4:40pm), Program Director Tom Rog r, and Pepin Accillien from Savin Engineering

Chair Giess convened the meeting with a quorum at 4:35 p.m.

Everton Sewell introduced himself to the other Board members.

**Election of Officers**

**Chair**

Chair Lois Giess asked the Board members to make a motion to nominate a Chair for the 2013-2014 Fiscal Year.

**Member Brown made a motion to nominate Lois Giess as Chair.**

**Second by Member Roulin.**

***Approved 5-0 with Members Castro and Pifer away.***

**Vice Chair**

Chair Lois Giess asked the Board members to make a motion to nominate a Vice Chair for the 2013-2014 Fiscal Year.

**Member Roulin made a motion to nominate Bob Brown as Vice Chair.**

**Second by Member McCormick.**

***Approved 5-0 with Members Castro and Pifer away.***

**Treasurer**

Chair Lois Giess asked the Board members to make a motion to nominate a Treasurer for the 2013-2014 Fiscal Year.

**Chair Giess made a motion to nominate Brian Roulin as Treasurer.**

**Second by Member Brown.**

***Approved 5-0 with Members Castro and Pifer away.***

**Appointments**

Chair Lois Giess appointed Executive Director, Tom Renauto, as the Procurement Officer and Board Clerk.

**Committee Assignments**

Chair Lois Giess appointed Richard Pifer, Alex Castro, Bob Brown, and herself as Board Chair to the M/WBE and Services Procurement Committee for the 2013-2014 Fiscal Year.

Chair Lois Giess appointed Brian Roulin, Everton Sewell, Ann McCormick and herself as Board Chair to the Finance Committee for the 2013-2014 Fiscal Year.

Tom Renauto suggested that Finance Committee meetings be held as needed following the monthly M/WBE and Services Procurement Meeting. All members present agreed.

**Action Items**

**Resolution 2013-14: 1  
Recognizing Service of Jerome Underwood**

**By Board Chair Giess**

WHEREAS, the Rochester School Facilities Modernization Program Act (“the Act”) established the Rochester Joint Schools Construction Board (“RJSCB”), a seven voting member board consisting of equal representation by the City of Rochester (“City”) and the Rochester City School District (“District”), as well as a member jointly selected by the City and the District; and

WHEREAS, under the Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, Mr. Underwood was appointed as a member of the RJSCB in February 2011; and

WHEREAS, Mr. Underwood has provided leadership, commitment and expertise to the RJSCB during his tenure on the Board; and

WHEREAS, Mr. Underwood has shown an unparalleled level of dedication to the students of the Rochester City School District through his service as a member of the RJSCB;

Therefore, be it RESOLVED,

1. The Rochester Joint Schools Construction Board hereby recognizes Mr. Jerome Underwood’s service to the Board and gratefully acknowledges his contributions as a Board Member beginning in February 2011 through June 2013.

**Second by Member of the Board Brown  
Approved 5-0 with Member Castro and Member Pifer away**

**Resolution 2013-14: 2  
RJSCB Monthly Meeting Schedule 2013-2014**

**By Board Chair Giess**

WHEREAS, the Rochester School Facilities Modernization Program Act (“the Act”) established the Rochester Joint Schools Construction Board (“RJSCB”), a seven voting member board consisting of equal representation by the City of Rochester (“City”) and the Rochester City School District (“District”), as well as a member jointly selected by the City and the District; and

WHEREAS, under the Act, the RJSCB has certain enumerated powers to act as agent for the District, the City, or both; and

WHEREAS, the RJSCB has identified dates for the 2013-14 Meeting Schedule (listed below) at their annual Organizational Meeting held on July 8, 2013; and

WHEREAS, the meeting schedule is as follows:

<b><u>MWBE and Services Procurement Meeting</u></b> <b><u>Meetings take place at 1776 N Clinton Ave</u></b> <b><u>7:30am</u></b>	<b><u>Monthly Board Meeting</u></b> <b><u>Meetings take place at 1776 N. Clinton Ave</u></b> <b><u>4:30pm</u></b>
June 27, 2013 (July)	July 8, 2013
August 1, 2013	August 5, 2013
September 5, 2013	September 9, 2013
October 3, 2013	October 7, 2013
October 31, 2013 (November)	November 4, 2013

December 5, 2013	December 9, 2013
January 2, 2014	January 6, 2014
January 30, 2014 (February)	February 3, 2014
February 27, 2014 (March)	March 3, 2014
April 3, 2014	April 7, 2014
May 1, 2014	May 5, 2014
May 29, 2014 (June)	June 2, 2014

THEREFORE, BE IT RESOLVED:

1. The Rochester Joint Schools Construction Board hereby approves the meeting schedule above for the Fiscal Year 2013-14.

**Second by Member Brown**

**Approved 5-0 with Member Castro and Member Pifer away**

**Updates**

Tom Renauto stated that each Board Member must annually sign off on the Code of Ethics Policy. Tom will circulate the document to each member via email for signature.

Tom Renauto stated that Member Castro's re-appointment to the RJSCB will be coming due on August 23, 2013. Tom will coordinate with Mr. Castro.

**Adjournment**

**4:42 p.m.**