

**Rochester Joint Schools Construction Board  
Organizational Meeting Minutes  
July 9, 2018  
4:30 PM**

**Present**

Chairman Allen Williams, Vice Chair Michael Schmidt, Rosiland Brooks-Harris (arrived at 4:37 pm), Bob Brown, I. Geena Cruz (arrived at 4:38 pm), Norman Jones, Thomas Richards and ICO Brian Sanvidge. Also present: General Counsel Melissa Mahler; Savin Program Directors Pépin Accilien and Roland Coleman.

**Chairman Williams convened the meeting at 4:35 pm.**

**Election of Officers**

Motion by Board Member Brown  
Second by Board Member Jones  
Approved 7-0

- **Chair** - Allen Williams
- **Vice Chair** - Michael Schmidt
- **Treasurer** - Rosiland Brooks-Harris

**Appointments**

Motion by Board Member Richards  
Second by Board Member Jones  
Approved 7-0

- **Procurement Officer** - Allen Williams (with support from Savin)
- **Board Clerk** - Alexandra Fleischer
- **Records Access Officer** - Alexandra Fleischer

**Committee Assignments**

Motion by Board Member Richards  
Second by Board Member Brown  
Approved 7-0

- **MWBE & Services Procurement Committee** – Committee of the Whole
- **Finance Committee** - Committee of the Whole

**Other**

Allen Williams stated that each Member must sign the Code of Ethics Policy and the Confidentiality Agreement annually. Board Members were asked to please fill out the forms, sign, and return them to Alexandra Fleischer.

**Adjournment**

**Approved at 4:41 pm.**

Motion by Board Member Brown  
Second by Vice Chair Schmidt  
Approved 7-0