



Board Meeting Minutes June 3, 2019

In attendance: Michele Drake, Susan Burrows, Mark Murray, George Koester

Absent: Jim Applegate, Susan Maxwell, Dawn Itzkowitz, Brad Davis

1. - Approval of Agenda Items
2. Review minutes from April 29, 2019
 - a. Include Mark in Bike Run

Agenda Items

- Tour building at 2590 Willoughby Blvd. Stuart
 - a. Discuss expansion and possible new building
 - i. Current lease - 1 year notice
 - ii. Next steps needs more room
 - iii. Vendor to check to see if things are good
 - iv. Can we sublease? - check contract
 - v. Due diligence - meeting with planner?
 - vi. Parking - alongside fine? - GEorge and Mark are comfortable with it
 - vii. Fire access on side of the building - there would still be a lane
 - viii. Tax assessed value?
 - ix. Worst case scenario lose what we have
 - x. Need a variance on the parking piece
 - xi. Mark will meet with the Fire chief at the property to see if there's any concerns
 - xii. Get full plans
 1. City will have microfiche documents as built drawings, plans
 2. School district building planner
 - xiii. Can Joel give us a checklist to get to the point through due diligence
 - xiv. Tell them we are moving in just like it is
 - xv. Financial end - can we afford it
 1. What are the rates
 2. This is how much money we need
 - xvi. Peter - what is doing for commission
 - xvii. How long has it been empty

Pros	Cons
Fire hydrant on front swail Put us 5 years ahead Cost is less - fundraising needs will be reduced and can be broken up Sublet to therapists No smells carpet in good shape Could take it slow and get to decide what to do Older kids on one side and younger on another side Ideal sport for wheel chair lift More centrally located than the land Easier to raise money if ½ way there Planning won't be a huge deal Clean and well kept	2 stories - worry about stairs Correctional institution close - city zoning? Air conditioning units - will they go out? Built in 2006 200000 for sprinklers - estimate Need to check requirements

b. Next meeting on Monday June 24 - ask barb to call everyone

Ask Barb to call everyone a week before

- Mark said that he and George are both certified to do the fingerprint ID system through the Shriners and the Jupiter light lodge. They suggested setting up a kid friendly event when we could include fingerprinting as part of the event.
 - Shriners clowns could possibly participate
 - florida ID program
 - Mark and George are both certified
 - Police department can read the disk with prints, but all other information is purged so it cannot be stolen
 - Fingerprint electronically
 - New picture, measure them weigh them
 - Plan an event to do this at
 - Parks services may allow us to reserve a pavillion and put up signs, etc.. for free
- Discussed medic alert Bracelet that's non detachable - special key to unlock it
- Pay scale for staff
 - a. want to give them as much as we can afford
 - b. At the very least should be in line with school district and add to that anything that can be done within the budget
 - c. Provide compensation for Next Step teacher/para
 - d. Joanne will go back through the budget and have a final budget proposal next meeting
- Board governance paperwork
 - a. Susan Burrows is in the process of completing paperwork
 - i. Barbara Velez, administrative assistant will support her in the process
 - b. George will take 2 hour refresher
 - c. Joanne will contact governance trainer for Susan Maxwell and Mark Murray's certificates
- Executive Director's report - see attached

- Public Comment - there was no public comment
- The meeting was adjourned at 7:00pm

Signed,

Joanne Sweazey

Joanne Sweazey
Executive Director