

Twin Cities Academy Associated Building Company
Special Board Meeting

Meeting date: October 22, 2020

Members Present:

Thomas Eckstein, chair
Joel Michael
John Tuttle

Staff Present:

Elizabeth Lueth

Chair Eckstein called the meeting to order at 5:03 p.m. The meeting was conducted using video conferencing software (Zoom).

The purpose of the meeting was to review the capital improvements made to the building's HVAC system to respond to the risk of transmission of COVID-19 and to consider authorizing the corporation to reimburse the school for the resulting costs it incurred.

Lueth reported:

- Air purification improvements to the buildings HVAC system were made. The rooftop units (one per three rooms) ionize the air to kill bacteria or viruses before recirculating air through the building. This system was selected as preferable to a system that relied on ultraviolet rays after interviewing and considering proposals from vendors.
- The cost of purchasing and installing the system was \$33,327. TCA is incurring additional ongoing service and maintenance costs for the units. Because the school does not own the building, CARES Act (federal COVID-19 response) funding may not be used to pay for the improvements according to the Minnesota Department of Education, as TCA originally had planned. TCA used other available general revenues to pay the costs.
- Enrollment has dropped by approximately 30 to 35 pupils compared to 2019. This is likely due to the pandemic and remote learning.

Tuttle moved and Michael seconded a motion that TCABC reimburse the school for the \$33,237 cost of purchasing and installing the HVAC system improvements. Approved. This amount will be added to the corporation's obligation to TCA to pay for the building improvements, which it made in excess of available bond proceeds. TCA will pay any ongoing maintenance and service costs for the improvements.

Eckstein adjourned the meeting at 5:35 p.m.

Respectfully submitted,

Joel Michael
Secretary