

Yu Ming Facilities Committee
Minutes/notes
Oct. 3, 2017

In attendance:

Michelle Li, parent member, commercial real estate
Tiffany Eng, parent member, real estate
Lucia Hwang, committee chair
Sue Park, Head of School
Ethan Warsh, prospective YMCS board member with expertise in charter school facility development
Matthew Sade, parent member (by phone), negotiated MLK lease
Woolsey McKernon, parent member (by phone), real estate finance
Gerard Lee, parent member (by phone), architect specializing in educational facilities
Antonio Lau (by phone), architect
Eric Peterson (by phone), YMCS board chair

Members discussed how Facilities Committee can best operate

Decided:

- Group should meet regularly, but as determined by work needs
- Group should communicate regularly: Set up a way to easily communicate, create roster of members and members' areas of expertise
- Delegation of work and responsibilities should be clear, members must take ownership of their piece and follow through on work product.
- Members make themselves available as tactical advisers
- Discussed structure of this committee in regards to Brown Act. Lucia will ask Eric for clarification. (Note from Lucia 10/17/2017: Under the Brown Act; all meetings need to notice an agenda 72 hours in advance. Parliamentary procedure and minutes, however, need not necessarily be followed, but should be followed according to our bylaws and nonprofit obligations.)

Members discussed status of Facilities Committee work, who is working on what, status of currently occupied sites, ideal framework to proceed

Decided:

- Need to have central database of files, information: Lucia will clean up the Google Drive and Dropbox
- Need to understand our programmatic needs, time frame, and end goal, then work backwards for milestones we need to hit: Lucia and perhaps Ethan will work with Sue to start fleshing out and nail down these details, many of which may already be in our Prop. 51 application.
- Need to understand what financial resources are available to YM: Work with Jessica Norman of Finance Committee

--Want to have a broker looking for us: Michelle Li has contacts with a broker that specializes in educational and nonprofit properties. She will reach out to engage them.

--Want to renegotiate Alcatraz campus lease to match up length of lease terms with MLK campus lease; also work with Sue to generate list of major improvements needed for Alcatraz: Matthew Sade will work with Sue to renegotiate the Alcatraz lease.

--Want to reapply for Prop. 39 facility through OUSD for 2017-2018 school year to keep our options open: Lucia and Michelle will work with Sue to submit our request by Nov. 1 deadline.