

**Meeting Minutes: Planning Committee – Via Zoom due to COVID-19****Date/Time:** May 19, 2020 – 7:30 a.m.**Location:** District Office**Start:** 7:34 a.m.**End:** 9:42 a.m.**Committee Members Present:** Kristi Ulrich, Jennifer Benson, Brian Nelson, Jim Johnson, Robin Nelson**Committee Members Absent:** None**Board Members Present:** Rebecca Knutson**Staff Members Present:** Dr. Rupak Gandhi, Jackie Gapp, Dr. Robert Grosz, Missy Eidsness, Blake Mikesell**Recorder:** JoLynn Mathern

<b>Agenda Item</b>	<b>Discussion – Conclusion</b>	<b>Recommendations/Actions</b>
<b>Approval of May 7 Meeting Minutes</b>	Committee reviewed and approved the minutes of the May 7 meeting.	The minutes will be posted on the Board's section of the public website.
<b>Davies Turf Update</b>	This topic will be discussed at a future meeting.	
<b>Agassiz Building/ECSE Needs</b>	Blake Mikesell provided the Committee with documentation regarding immediate plumbing issues and appropriate ECSE classroom space needs. Discussion occurred. Committee recommends seeking full Board input on several options for building improvement needs.	Agassiz building needs will be presented at the May 26 Board Meeting.
<b>Agassiz/RDO Building/District Office</b>	Blake Mikesell presented additional analysis and site assessments on the District Office and RDO Building. Discussion occurred. Committee recommends seeking Board approval for administration to get an appraisal for the RDO Building, enter into possible purchase negotiations, and list the District Office for sale.	District Office options will be presented at the May 26 Board Meeting.
<b>Valley Bus Contract</b>	Jackie Gapp informed the Committee that Valley Bus is requesting full billing for April/May and the District would recoup those costs over three years. Discussion occurred. Committee agreed that many low-rate loan options are available for companies due to COVID-19 and does not recommend approving this request.	Administration will communicate with Valley Bus regarding the current contract.
<b>2020/21 Budget</b>	Jackie Gapp briefly discussed the 2020-2021 budget. Due to time, Committee will meet again on Friday, May 29 at 7:30am to discuss this topic.	This topic will be presented at the next meeting.

Next Meeting: Friday, May 29, 2020 @ 7:30am