

From: Denise Sacks <dsacks@op97.org>

Date: Thursday, January 8, 2015 at 12:17 PM

To: GRAHAM BRISBEN <gbrisben@op97.org>

Subject: Re: Follow up to the Dec. 15 board retreat - need your updated SS documents [do not reply all]

Hi Graham,

I have been in communication with Therese about the calendar for the admin. building so that board meeting time can be allocated when needed. She informed me that Jennifer Costanzo will be attending the upcoming board meeting to update the board. After that, the schedule as it pertains to the board is the following:

2-17-15 FAC review of progress

2-24-15 FAC Board reps report to the Board

5-19-15 FAC review of progress

5-26-15 FAC Board reps report to the Board

Early July FAC review of bids

7-14-15 Presentation of bids to the Board

7-21-15 Board award of the bid (this will need to be a special meeting added to the calendar due to the tight timelines for this project.)

I am not sure how much time to allocate to the update reports, probably no more than 15 minutes.

Denise