

**Communication Sub Committee
Meeting Minutes
October 17, 2018**

Present: Holly J. P. Kopp, Ryan Palmer, Dan Chuhta

The Committee began by reviewing recent changes to the construction website and discussed developing a protocol for streamlining the posting of drone footage. Dan will work on a process with PDT and the general contractor.

Construction Update: Steel is being erected and two full stairwells are completed with the third being constructed at this time. Footings and foundations continue to be constructed. Winterization of the site is also being planned. Work continues on the geothermal field.

Financial Update: There has been a low usage rate of change orders. Dan will ask Mark to write up a financial update to post. **POST DUE: OCTOBER**

Fundraising Update: The Committee is prepared to announce any donors once details are confirmed. **POST DUE: TBD, At time of confirmed commitment**

Digital signage: Dan attended a Topsham Planning Board meeting in October to discuss digital signage. The next step is for the Town of Topsham to schedule a workshop regarding this matter. To comply with any ordinance, PDT will begin working on designs for the sign. **POST DUE: TBD, At conclusion of approval process**

Landscape Committee: Nominations for the Landscape Committee have been accepted and the slate will go for approval by the Building Committee at the November meeting and then the MSAD 75 Board will be asked to approve committee membership. **POST DUE: ANTICIPATED NOVEMBER**

Percent Art Committee: A meeting is scheduled in the near future. Mark Conrad will be asked to provide an update. **POST DUE: ANTICIPATED NOVEMBER**

Baseball Field Status: Dan will write an update about the current status and potential plans for the spring. **POST DUE: OCTOBER**

Next Meeting: November 13, 2018 at 1:30 pm, DO