

**Agenda**  
**Farmington High School Building Committee**  
**Communications Subcommittee**  
**Farmington High School Library/ZOOM Webinar**  
**May 3, 2023**  
**4:00 P.M.**

**Please click the link below to join the webinar:**

**<https://us02web.zoom.us/j/81707730051>**

**Telephone Call in Information:**

**Dial: +1 312 626 6799**

**Webinar ID: 817 0773 0051**

- A. Call to Order.
- B. Minutes.
  - 1) To approve the attached minutes from the April 19, 2023, meeting.
- C. FHSBC Website Updates.
- D. To discuss the "Topping Off" Ceremony.
- E. Other Business.
- F. Adjournment.

cc: Maureen Frink, Town Clerk

**Minutes  
Farmington High School Building Committee  
Communications Subcommittee  
Farmington High School Library/ZOOM Webinar  
April 19, 2023  
4:00 P.M.**

**Attendees:**

Meg Guerrera  
Wendy Ku  
Beth Kintner  
Kat Krajewski  
Devon Aldave  
Ira Yellen  
Sam D'Agostino  
Nelson Reis  
Michael Kensah

**A. Call to Order.**

The meeting was called to order at 4:05 p.m.

**B. Minutes.**

**1) To approve the attached minutes from the March 15, 2023, meeting.**

Upon a motion made and seconded (Ku/Guerrera) it was unanimously VOTED: to approve the minutes from the March 15, 2023, meeting.

**2) To approve the attached minutes from the April 5, 2023, meeting.**

Upon a motion made and seconded (Ku/Guerrera) it was unanimously VOTED: to approve the minutes from the April 5, 2023, meeting.

**C. FHSBC Website Updates.**

Kat Krajewski presented a draft page for the "Topping Off Ceremony" which will take place at FHS on May 13<sup>th</sup> at 9:00 a.m. A button will be placed on the home page directing visitors to the website to the Topping Off Ceremony page. Kat also presented a draft of the invitation.

**D. To discuss the "Topping Off" Ceremony.**

The subcommittee discussed the logistics of the Topping Off Ceremony and worked off of a planning document. The subcommittee will meet again on May 3<sup>rd</sup> to finalize details for the May 13<sup>th</sup> event.

**E. Other Business.**

**a. Newsletter**

The subcommittee reviewed the content for the upcoming newsletter which will hit mailboxes in early May. The newsletter will include a Statement from the Building Committee Chair, a summary of upcoming work, an invitation to the Topping Off Ceremony, and pictures of construction progress.

**F. Adjournment.**

Upon a motion made and seconded (Ku/Guerrera) it was unanimously VOTED: to adjourn the meeting at 4:57 p.m.

Respectfully Submitted,

Devon Aldave  
Clerk of the Committee