



**Norfolk County Agricultural High School Project**

**Meeting:** Building Committee

**Date – Time:** February 11, 2014 – 1:00 PM

**Location:** 1<sup>st</sup> Floor - Administration Building – Main Conference Room

**Purpose:** Review status of Construction Phase activities including schedule and budget

**Desired**

**Outcomes:** Understanding of construction progress, schedule, budget and current issues

**Agenda:**

TOPICS	HOW	WHO	TIME
Call to Order/Roll Call		Rick	As req'd
Acceptance of Meeting Minutes	VOTE: Minutes of 1/13/14 Meeting	ALL	As req'd
Chairman's Report	For Information	Rick	As req'd
OPM's Report :	For Information and Discussion: - Review Open Business items from prior meetings - Update on Western Surety's and Brait Builders activity	CPM	20 min.
Architect's Report	For Information and Discussion: -Construction Administration Update	T2	10 min.
Financial Report	For Information and Discussion: - Present / approve Vendor Invoice Package for Jan. 2014 - Review Changes to the Work - Review Project Budget v. Actual Cost, project to date	CPM/T2	As req'd
New Business	For Information and Discussion: -As may be presented	ALL	As req'd
Other Business	All other business that the Chairman could not reasonably anticipate	ALL	As req'd
Adjourn	-VOTE	Rick	As req'd

Next Meeting: March 11, 2014 at 1PM

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 TOWN CLERK