Facility Management Team Minutes

Date: May 15, 2024
Zoom & Founders Room

Chair: Dwayne Fehrenbacher

Roll Call:

√	Virginia Chamness		Lindsay Johnson	√	Cheryl Cummins
√	Chris Clark	√	Don Koch		Alex Copley
√	Dwayne Fahrenbacher	√	Jonathan Van Meter	√	Kyle Smith
√	Jennifer Herren	√	Alicia Farris	√	Kaylyn Meyers
	Eric Howard	√	Tim Cornwell		Sandy Fontana

Agenda Items:

I. **Call to Order** – Meeting was called to order at 1:05pm by Dwayne

II. **Approve Minutes of –** Motion was made by Johnathan and 2nd by Kaylyn. Motion carried

III. **Additions to the Agenda** – No additions were made

IV. **Items for Discussion –**
- Commencement / LPN Pinning Review – Livestream was successful. This was the most viewed commencement Shawnee has had
- Disc Golf Update – Nine baskets have been purchased, with the anticipation of purchasing 9 more
- AI Subcommittee Update – Team is put together and hoping to have first meeting at the end of May
- HLC Update – First summer writing workshop will be June 10, 2024 for section one and working their way down the list

V. **New Business** –
- OTA – Completion is set for the last week of July for the OTA Renovation at the Union County Extension Center
- CDB Project #810-086-017 is moving forward with the replacement of hood vents in the kitchen area. Completion date is set for end of July

- Massac Boiler/Chiller Replacement pre-construction meeting is set for tomorrow, May 16, 2024 at the Massac County Extension Center
- EV Charging Stations has pedestals installed and waiting on co-op to connect electricity
- Upcoming Projects – Replacing windows along the back hallway facing southwest. There is possible IGEN Grant funding to cover the cost. Facilities will be meeting with an architect to get recommendations on replacing windows. Getting quotes on sealing and restriping main campus parking lot.
- Administrative Services is discussing with architects the cost and need for concessions and restroom facilities at the baseball/softball fields

VI. **Next Meeting** – June 13, 2024 @ 1pm in the Founders Room

VII. **Adjournment** – Motion was made by Kaylyn and 2nd by Tim.