Facility Management Team Minutes

Date: September 18, 2024
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	√	Adrian Fox		Kaylyn Meyers
	Eric Howard	√	Tim Cornwell		Sandy Fontana

Agenda Items:

I. **Call to Order** – Meeting was called to order at 1:06pm

II. **Approve Minutes of –** Motion made by Cheryl and seconded by Tim to approve the minutes of meeting from August 21, 2024

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

IV. **Items for Discussion –**

- Fire Drill – Team set campus wide fire drill for October 9, 2024 @ 9:50am. October is National Fire Prevention Month
- Vehicles – Team discussed the need to purchase an additional hybrid and van for the SCC Vehicle Fleet. Don suggested speaking with Courtney Ashley from Morland in Sikeston, MO
- IGEN Grant – SCC Received additional grant money from IGEN in the amount of $100,000 to go towards upgrading windows in Upper and Lower H and L Hallways
- Master Plan – Cordigan-Clark has completed the Master Facility Plan for SCC Main Campus. The plan will be taken to the board during the November Monthly Meeting
- Disc Golf – Tee boxes will be installed on first 9 holes as time is available for maintenance to work on them. Four of the last 9 holes have been laid out for baskets and tee boxes

- Construction updates – Kitchen area construction has been completed. Library system upgrades have been put on hold in order to change the design of duct work and layout. Chillers at Massac will be put in once hot weather subsides and they can be replaced without disturbing temperatures drastically at the Massac Extension

V. **New Business** – Lindsay made a motion for Don Koch to replace her as chair of the Facility Management Team. The motion was seconded by Tim, motion carried

VI. **Next Meeting –** November 20, 2024 @ 1pm

VII. **Adjournment** – Meeting adjourned at 1:44pm. Motion was made by Dwayne and seconded by Adrian. Meeting adjourned.