Facility Management Team Minutes

Date: November 20, 2024
Zoom & Founders Room

Chair: Don Koch

Roll Call

√	Virginia Chamness		Dwayne Fehrenbacher		Lindsay Johnson
	Chris Clark		Sandy Fontana	√	Don Koch
	Alex Copley	√	Adrian Fox		Kaylyn Meyers
√	Tim Cornwell		Jennifer Herren		Kyle Smith
√	Beth Crow		Eric Howard	√	Jonathan Van Meter
√	Cheryl Cummins				

Agenda Items:

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

II. **Approve Minutes of** – Motion was made by Tim and seconded by Adrian

III. **Additions to the Agenda** – There were no new additions to the agenda

IV. **Items for Discussion** –
- Behavioral Threat Training – Jeff and Chris decided training needed to be provided. Training will be held January 30 and 31st of 2025
- Vehicle Purchases – Specs have been written and bid ads have been placed in local newspapers. Bid opening will be Friday, December 6 @ 2pm
- Access Control Operating Standard (Tim) – Limit users to access our network. Motion was made by Beth and seconded by Virginia to move to Administrative Services Council as is
- Disc Golf Update – All 18 baskets and T-boxes are installed. Concrete T-Boxes will be installed in the spring by the HCCT Program. Need to move forward with purchasing discs for rental
- Construction Updates – Work is done in the library, there are only a few punch-list items that need to be checked

V. **New Business** – Chris spoke to members regarding the need to upgrade the student lounge and requested some ideas for moving forward with the upgrade

VI. **Next Meeting** – Wednesday, December 18, 2024

VII. **Adjournment** – Motion was made by Tim and seconded by Jonathan to adjourn @ 1:30pm