



## Facilities Management Team Meeting Minutes

DATE: November 19, 2025

TIME/LOCATION: 2:00PM / Founders Room

### Roll Call:

✓	Dwayne Fehrenbacher, Chair		Jennifer Herren
✓	Chris Clark		Eric Howard
	Alex Copley	✓	Lindsay Johnson
	Tim Cornwell	✓	Don Koch
	Beth Crowe		Kaylyn Meyers
	Sandy Fontana	✓	Matthew Steinmetz
✓	Adrian Fox		Kyle Smith
	Virginia Chamness	✓	Jonathan Van Meter
✓	Dr. Dane Muckler	✓	Tina Dudley, Special Guest
		✓	Kevin Hunsperger, Special Guest

*✓ indicates attendance, leaving blank indicates absent*

### I. Call to Order

Dwayne Fehrenbacher, Chair called the meeting to order at 2:05 PM.  
A quorum is present.

### II. Approval of Minutes of September 17, 2025

Matt Steinmetz made the motion to approve the minutes with corrections if needed or as written, Lindsay Johnson seconded the motion. All members voted in favor and the motion carried.

### III. Additions to the Agenda

### IV. Items For Discussion

#### i. Construction Updates

##### a. L Building HVAC

**Don Koch:** The bid has been opened for the L Building HVAC project. It is going to the Board 11/20/2025. Project to start in May and be completed by August 1. L Building will be closed for the duration. Equipment in L Building will need to be removed / covered.



**Dwayne Fehrenbacher:** We will consider the infrastructure for a new 15 workstation computer lab in L Building during this project.

- b. **Building Automation System**  
Still in limbo with engineering firm.
  - c. **Ambulance Driving Course**  
Course is finished and ready to use.
- ii. **MVV Signage – Kevin Hunsperger**
- a. Concession Stand graphics will not include MVV to prevent future changes if MVV are reworked again.
  - b. Old mission statement is decal-ed in several locations. Kevin recommends not doing the new one in vinyl because it is difficult to remove.
  - c. Anything with the old mission statement can be removed.

## V. New Business

### 1. Stop the Bleed Training / Emergency Kits

- a. First Day - Hall monitors training at all locations
- b. Second Day - Makeup day

### 2. Find Building Monitor Replacements

- a. Michelle Williams will be replaced with Kendra Parker.
- b. Amber Filbeck will be replaced with Donna Price.
- c. Add Kaylyn Meyers to Building I.

## Adjournment

Don Koch made a motion to adjourn the meeting at 2:59 PM, with a second by Lindsay Johnson. All voted in favor and the motion carried.