



Facilities Management Team Meeting Minutes

DATE: May 20, 2026

TIME/LOCATION: 1:00PM / Founders Room

Roll Call:

✓	Dwayne Fehrenbacher, Chair	✓	Christina Faulkner
✓	Chris Clark	✓	Jennifer Herren
	Alex Copley		Eric Howard
✓	Tim Cornwell	✓	Don Koch
✓	Beth Crowe	✓	Kendra Parker
	Sandy Fontana	✓	Matthew Steinmetz
	Adrian Fox		Kyle Smith
✓	Tina Dudley (Special Guest)	✓	Jonathan Van Meter

✓ indicates attendance, leaving blank indicates absent

I. Call to Order

Dwayne Fehrenbacher, Chair called the meeting to order at 1:02 PM.
A quorum is not present.

II. Approval of Minutes of April 15, 2026

Kendra Parker made the motion to approve the minutes with corrections if needed or as written, Tim Cornwell seconded the motion. All members voted in favor and the motion carried.

III. Items For Discussion

1. Kiki's Drive-thru Coffee

- Kiki's in Anna is asking to place a portable building in the parking lot of the UCEC.
- Tina Dudley expressed her reservations about the idea and how it would affect the image of the College. Don Koch is worried that this would cause a cascade of businesses wanting to follow suit.
- The team recommended against this item.



2. Green Dot Training

- a. The team reviewed the costs of joining the program.
- b. Don Koch made the motion to table the issue until we get more information from Student Services, with a second from Matt Steinmetz.

3. Campus Safety Plans

- a. Extension Center Emergency Response Team responsibilities were reviewed. The Center Coordinator should be moved to be the #1 responsible party, followed by the Facilities Director, and then VP of Administrative Services.
- b. The plan needs to be updated to include our acquisition of Stop the Bleed kits.

4. A7400.05 Animals on Campus OS

- a. The team reviewed the draft of the new operating standard. It has already been approved by John Schneider.

5. Construction Updates

- a. **HVAC L-Building Project**
 1. Work is on schedule and going well.
- b. **Lower K-Building Project**
 1. Work is on schedule and going well.
- c. **Baseball Field**
 1. There has been work going on there. The footing has been dug. There was a temporary delay on the steel that was supposed to go in the footing. The rain has also delayed the project slightly. The estimated completion date is July 30th.

Adjournment

Jonathan Van Meter made a motion to adjourn the meeting at 2:02PM, with a second by Kendra Parker.