



Facility Management Team Minutes

Date: October 16, 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
✓	Cheryl Cummins		Eric Howard	✓	Jonathan Van Meter

Agenda Items:

- I. **Call to Order** - Meeting was called to order at 1:00pm
- II. **Approve Minutes of** - Motion was made by Tim and seconded by Jon to approve the minutes from the September 18, 2024 meeting
- III. **Additions to the Agenda** - No Additions were made
- IV. **Items for Discussion** -
 - SCC Vehicle Fleet. Motion was made by Dwayne and seconded by Cheryl to purchase two new vehicles for the fleet. It was decided that one needs to be a mini-van and the other a small SUV or car
 - A5500.15 (Use of College Vehicles) Discussed setting up an e-card vehicle request form under MySCC
 - Expressive Activity Commercial Solicitation - This is something that should remain with Kevin Hunsperger, SCC's Marketing Director
 - Disc Golf Update - The last nine basket areas are being marked off and completed by Cache Disc Golf Association
 - Construction Update - Library project is back in progress after a few minor adjustments to previous plans. Chiller upgrade is down to a few punch list items being completed, and the hood in the kitchen is almost complete.
- V. **New Business** - There was no new business
- VI. **Next Meeting** - November 20, 2024 @ 1pm
- VII. **Adjournment** - Motion was made by Tim and seconded by Kaylyn to adjourn