

Building & Grounds Committee 9/21/23 Meeting Minutes

Members In Attendance:

<u>Sam Masters</u>	<u>Director of Maintenance, Facilities & Business Services</u>
<u>Elisabeth Humphrey</u>	<u>Director, College of Engineering</u>
<u>Bobbi Severt</u>	<u>Assistant Professor, Exercise Science</u>
<u>Torri Cheney</u>	<u>Facilities - Custodial Services</u>
<u>Rob DeCheske</u>	<u>EHS Director, Facilities & Business Services</u>
<u>Scott McCrary</u>	<u>Landscaping & Grounds Manager, Facilities & Business Services</u>
<u>Leigh Waggoner</u>	<u>Instructor, Accounting - <i>Committee Chair</i></u>
<u>Ian Anderson</u>	<u>SGA Representative</u>
<u>Samantha Bugter</u>	<u>SGA Representative</u>
<u>Eli Anderson</u>	<u>SGA Representative</u>
<u>Dan Warren</u>	<u>Interim AVP of Facilities & Business Services</u> <u><i>Committee Executive Officer</i></u>
<u>Shana Rich</u>	<u>Lead Accounting & Procurement Specialist,</u> <u><i>Committee Administrative Services</i></u>

Absent Members:

<u>Aeric Gunnels</u>	<u>Instructor, Human Ecology</u>
<u>Leigh Ann Ray</u>	<u>Director, Health Services</u>
<u>Tammy Boles</u>	<u>Associate Professor, Environmental Sciences</u>
<u>Tony Nelson</u>	<u>Director, University Police</u>
<u>Steven Click</u>	<u>Associate Professor, Civil & Environmental Engineering</u>
<u>Ian Anderson</u>	<u>SGA Representative</u>
<u>Eli Anderson</u>	<u>SGA Representative</u>

1. Meeting was called to order and a quorum was perceived at 11:06 am by Executive Officer, Dan Warren
2. Executive Officer, Dan Warren went around the room and ask present committee members to introduce themselves.
3. Executive Officer, Dan Warren entertained a motion to approve the agenda. Motion was made by Leigh Waggoner and seconded by Rob DeCheske. With no objections, motion passed.
4. Executive Officer, Dan Warren entertained a motion to approve the 3/21/23 minutes. Motion was made by Rob DeCheske and seconded by Leigh Waggoner. With no objections, motion passed.
5. Subsequent meeting dates have been tentatively scheduled for 10/31/23, 12/7/23, 2/1/24, 3/14/24. Due to finals and Spring Break schedules, meetings for 2/1/24 and 3/14/24 may need to be rescheduled. It was brought before the committee that giving a Teams link option may increase attendance to future meetings.

6. Executive Officer, Dan Warren entertained nominations for FY24 Committee Chair. Due to no nominations being given, all eligible committee members names were put into a hat and Aeric Gunnels was drawn out as the new committee chair. Rob DeCheske formalized the nomination and Elisabeth Humphrey seconded. With no objections, motion passed.
7. Old Business
 - a. Committee reviewed the Fiscal Year 23 Annual Report.
8. New Business
 - a. Elisabeth Humphrey thanked Facilities for work done to the sidewalks outside of Brown Hall. She stated that it would be helpful if more area could be worked on to make getting around campus easier for students, Faculty and staff with disabilities. From this note, Dan Warren informed the committee that Facilities employees from the Logistics and Masonry departments have spread approximately 20 tons of asphalt to create ramps from the streets to the sidewalks campus wide.
 - b. Elisabeth Humphrey brought before the committee the need for additional bike racks on campus. She noted seeing students locking their bikes to walkway railings which is an obstruction for students entering or exiting the buildings.
 - c. Rob DeCheske inquired of Dan Warren about the plans for a parking garage on campus. Per Dan, this project is still in the early phase and there is no new information available currently.
 - d. Samantha Bugter inquired about warning pavers being installed on campus. She informed the committee that she had been working with Chester Goad to get a bill passed through SGA for warning pavers to be installed. Dan Warren responded that he had not seen this bill but requested that Samantha or Chester forward it to him for review.
9. Status of Landscape Projects – Scott McCrary
 - a. Plants that died due to the December 2022 freeze have been replaced. Cost of replacement ran over \$45,000.
 - b. Re-landscaping has been accomplished at Bell Hall, Oakley Hall, Memorial Gym, TJ Farr, Derryberry Hall, Henderson Hall, Bryan Fine Arts, Pennebaker Hall, The Hoop, Student Recreation Center and Foundation Hall. ROTC is scheduled to be completed next.
 - c. Grounds crew will be aerating and overseeding campus in rye and fescue grass in the coming weeks.
 - d. Fall decorations are being installed on the plaza today and tomorrow. Decorations will include pumpkins, mums and hay bales painted by the Facilities paint department.
 - e. Grounds crew has also been busy preparing and detailing campus for Parents Weekend and Preview Day.
10. Status of Facilities Projects – Sam Masters / Dan Warren
 - a. Per Sam Masters, greenhouse for Human Ecology is being built at Oakley Hall. This will also consist of a sidewalk pour from the parking lot to Oakley Hall.

- b. Dan Warren informed the committee that Facilities will be adding/moving several bus stops on campus to help pedestrians get around campus more effectively.
 - c. Johnson Hall occupants have completed their move to Foundation Hall. With that move complete, renovations will begin in a few months.
 - d. A completion date of January 31, 2024 is currently set for the roadway portion of the Pedestrian Roadway Project.
11. Executive Officer, Dan Warren entertained a motion to adjourn. Motion was made by Rob DeCheske and seconded by Elisabeth Humphrey. Without objection, motion passed. Meeting was adjourned at 11:48 am.