

MEETING MINUTES

Present: Bill Potter, Don Birdwell, Mary Jo Pasek, Terri Goldstein
Keith Ford, Pam Kelley, Vic Posey, Juan Torres, Cheryl Caswell, Kristin Rabe
Secretary: Andrea Watson

Introductions and updates

Minutes from 04/06/2016 meeting were approved by committee.

Facilities Request – New Procedure

- Kristin explained the new process for the program reviews facilities requests. Requestors will now have an opportunity to present their request before the committee for review. This will give requestors a forum to share the need and answer any questions by the committee. This will allow “better communication and clarity.”
 - It is a policy change that will not be mandatory.
- Vic stated that all the different forms can be confusing and we need to establish better communication on what forms to fill out for what requests. Example: ISIT, Facilities Requests, Work Orders, etc.

New Track

- Pam thanked Don and M&O for the work on the new Track. Pam stated that athletics have already received a few call regarding rental of the field and this brings in extra monies.

New M&O Building Lay Yard

Overflow parking lot near tennis courts will be used as the lay yard for the construction and host our dumpsters during the construction process.

New M&O building will house M&O, shipping and print shop.

Next meeting: June 1, 2016 @ 1:00pm.