

## Facilities Council Meeting Minutes

May 26, 2015  
3:30 p.m. – 4:45 p.m.  
Bldg. LCC07 212K

**Recorders:** Marilyn Walker

**Attendees:** Barbara Dumbleton, Chris Hawken, Jennifer Hayward, Brian Kelly, Cathie Reschke, Mike Sims, Todd Smith and Craig Taylor. **Guest:**

Item	Notes
Introductions	
Approval of Agenda/ Additions?	Agenda reviewed. No Additions
Approval of Minutes	Approved.
Handouts	
Announcements	<b>Discussion:</b> Reminder—Move Ahead Mtg Transportation to Lane @ 5:30 Eugene Public Library May 27. Mike is sending survey to FC members. Topping out party is scheduled for June 16 12:00.
Food and Drink	<b>Discussion:</b> To be adjusted through monitoring. Outcomes next year with assessment and revision/updated action plan.
Bond Update	<b>Discussion:</b> The CLASS project is on budget on time. Looking to do some work outside of project for FMP to complete this summer. The Move Project is underway. September 18 is targeted completion date. Owner Training for users as well as FMP will be scheduled later. Bldg 16 food area will be modified to current use when center is ready.
Space Assignment	<b>Discussion:</b> Goes to ET for consideration as a first reading—update to follow. Didn't need to bring it to ET for review.
Survey Tool	<b>Discussion:</b> Next steps for survey tool include a feasibility study for Bldg 18, feedback from architects –89 respondents to the survey.
FC Housekeeping	<b>Discussion:</b> Need chairs for next year for all councils.
Equipment Disposal Procedure	<b>Discussion:</b> Project surplus goes through FC Director. FC reviewed procedure and moved to approve. Approved.
Future Agenda Items	•
Meeting Adjourned	
<b>Next Meeting</b>	<b>Fall Term 2015 2:30 – 4:30 LCC07 212K</b>

