



**LSC Facilities Committee Meeting
December 12, 2008
12:00~12:40 p.m.**

Present: Gary Adams, Dorian Beaulieu, Keith Brakke, Martin Christiansen, Joyce Clock, Mary Hardtke, Fred Lyon, Sandy Olin, Dan Pioro, Carleen Ronchetti, and Mark Winson

Call to Order/Review of Minutes:

The meeting was called to order at 12:00 p.m. Minutes from the October 15, 2008, meeting were reviewed; no changes were noted. Dorian Beaulieu moved to accept the minutes; Sandy Olin seconded; all approved.

Update on Building Updates and Projects Completed or In Progress:

1. The Student Life/Internet Café remodel was completed by October 24. The Open House celebration was held on Monday, October 27, 2008.
2. The Loading Dock renovation has been completed.
3. The Bookstore remodel has been completed.
4. Mark Winson is working with a consulting firm to review campus parking areas. The placement of sidewalks and guard rails will be considered.
5. The Building Trades/Flex Lab remodel is almost complete.
6. Design has begun on the Atrium Renovation. Student Life will buy new furniture; plants will be replaced; and a “water feature” may be added.
7. Our plant care maintenance contract has been terminated as a cost savings’ measure. Mark Winson will announce the termination and ask staff to consider “adopting” plants for care/maintenance in public areas throughout the campus.
8. Mark Winson is updating our campus map.
9. The Tuckpointing Project continues.
10. Pre-design for the Industry Work Force and Fine Arts Improvement Project has been submitted. This and all other new bonding projects will be reviewed at the system-wide meeting at Anoka Ramsey Community College in January.
11. The Health & Science Center Addition may be included in the 2010 legislative budget.

Future Building Projects:

1. Window Replacement: final drawings and specs are due to arrive soon; project will be bid-out by the middle-to-end of January.
2. East End Cooling: pre-bid will be this week; bids are due by December 18.
3. The Vet Center design is complete and will be put out to bid next week.
4. The Lifelong Learning Center design is complete and will be put out to bid next week.
5. The Connect e-Campus expansion will begin after the Vet Center and Lifelong Learning Center remodels are completed.
6. The Food Services & Commons area design process continues.
7. ERTC's Cold Storage Building needs and design continue to be assessed.

Other Items:

1. Library—the addition of a new wall is under consideration in order to create a three-office suite, possibly to be used as the Placement Services Center.
2. Capital improvement budget request process proposal—
Mark Winson brought forward his request to have all capital improvement projects and proposals evaluated by the Facilities Committee. Mark will create a form that would assign cost to each project component. The Facilities Committee would then review all capital improvement requests and make recommendations, which Mark could bring forward to the Presidential Council. Discussion followed about the committee's need to develop criteria in order to make recommendations, as well as the option of inviting project developers to present their proposal(s). The committee's consensus was to approve the capital improvement budget request process as proposed by Mark.
3. Fred Lyon brought forth a motion to congratulate Aldona Viner on her retirement from Lake Superior College and to thank her for her service to the Facilities Committee over the years. Aldona is the longest serving member of the committee. Joyce Clock seconded the motion; all approved.

The next meeting is scheduled for Friday, February 27, 2008, at noon in W2580.

There being no further business, Fred Lyon motioned to adjourn; Carleen Ronchetti seconded; and all approved. The meeting was adjourned at 12:40 p.m.

Facilities Committee Meeting Minutes can be found at:
<http://www.lsc.edu/committees/facilities/index.cfm>