At the February 14, 2011, meeting of the Facilities Planning Committee, members present included Fernando Agudelo-Silva, Maridel Barr, Erik Dunmire, Don Flowers, Laura McCarty, and Robert Thompson. Members absent were John Rodriguez and Mercede Ramjerdi. Others present included None.

The meeting agenda included:
1. **Agenda Review/Approve** – approved
2. **FPC Charge** – Finalize, 5 min, Information
3. **5 yr plan** – Don/Bob update on maintenance (if needed), 5 min, Discussion
4. **Master Plan examples** – Evergreen Valley College, 40 min, Discussion
5. **Closing** – Confirm next meeting date(s) if indicated by group, 5 min, Action

Meeting Summary

**Agenda Review**
- The Committee reviewed and approved agenda
Approve Minutes
- None to approve

FPC Charge
- The committee reviewed the new draft of the charge and approved with a few minor edits.

Maintenance
- Bob and Don gave an update on the 5 year plan. Don put together various lists of projects we could accomplish if we had the money. Several years ago, the State gave COM $150,000 in matching funds for repair projects. COM has not been able to match the funds. The current concern is that the State could recall the money. Perhaps, we should allocate the money to a project.
- Don would like to bring the list of work to this group in the future. One example is to fix the leaky roofs at several clusters at IVC. Cost: roughly 1 million dollars per cluster.

Facilities Master Plan Discussion
- We are required to develop a Master Facilities Plan as part of the accreditation review. The group looked at the Master Plan from Evergreen Valley College. The suggestion was made to ask the Accreditation Review Team for examples of exemplary Master Plans.
- Facilities Condition Index: Many of the facilities at IVC were initially scheduled to be demolished because the cost of upkeep is so expensive.
- CCFC: Is funding facilities condition assessments throughout the community college system and College of Marin is scheduled for week of June 20, 2011.

Meeting Wrap Up
- Laura McCarty will obtain examples of Master Facilities Plans from the Accreditation Team and locate the document with the institutional planning timeline.

Agenda Items for Next Meeting
- There is an institutional planning timeline that we can use. Bring to next meeting.
- Where does this group participate in the timeline?
- What impact will a “No Smoking Policy” have on the campus facility?