Meeting Minutes – FPC

Project: Marin Community College District
College of Marin : Master Plan Update

Attendees:
- Laura McCarty (LM)
- Don Flowers (DF)
- Maridel Barr (MB)
- Erik Dumire (ED)
- Al Harrison (AH)
- Raemond Bergstrom-Wood (RBW)
- Scott Blood (SB)
- Rob Barthelman, vbn (RB)

May 1, 2012, 12:30 PM

Location: HC124

CONTEXT
The District has developed a May 1 deadline for development of draft materials supportive of the WASC response. The Facilities Master Plan (Historic, Process, EMP Response, and Project Priorities) will be in draft by May 1 and a schedule of meetings/check-ins with the District has been defined to achieve this deadline. The below meeting minutes are supportive of this deadline and interim check-in during bi-weekly interface with the Facilities Planning Committee.

PURPOSE/INTENDED RESULTS
- Define additional development required by review of draft document
- Discuss project priority list and additional information that would be beneficial
- FPC Comments
- Next steps

NOTES:

+ Review draft document
  - Desire added description of State Standards regarding space justification and the College’s determination of space required to perform programs
  - Building code requirements versus State Standards ought to be defined
+ Is State using Funded Growth or Projected Growth in its analyses? vbn to research.
+ Desire description of facilities based on the information that the college cares about.
+ Space Utilization
  - Campus scheduling data from Resource 25 likely can provide current space usage, utilization rates, WSCH generation; by time of day.
  - District to coordinate to gather data.
+ Graphs reviewed
  - Question to be answered: Does Graph show Austin being demolished too soon? Graph shows decline in ASF at Science Building occupancy.
  - vbn to review
+ Maintenance funding
  - College does have $1MM matching fund from State, but College does not have unrestricted funds to obtain/provide the match requirements.

Upon review of these meeting notes, please notify the author of corrections or additional information within 3 days of receipt.
+ Document Review
  o College to review Draft Content and provide feedback prior to May 8 Meeting for discussion as group. vbn will respond by 5/15 meeting with incorporation/response to comments.

END MEETING