

MEMORANDUM

TO: University Facilities Planning Board: Susan Agre-Kippenhan - Chair, Jim Becker, Kurt Blunck, Allyson Bristol, Jeff Butler, ASMSU President, Michael Everts, Joseph Fedock, Brad Garnick, Mandy Hansen, Jeff Jacobsen, Bob Lashaway; Tom McCoy; Mary Miles; Jim Rimpau; Craig Roloff; Tom Stump, Jim Thull, Kevin Vilkin, Allen Yarnell; Greg Young; Brenda York

FROM: Victoria Drummond, Associate Planner, Planning, Design & Construction

RE: **July 7, 2009**, meeting of the University Facilities Planning Board

ITEM No. 1 – APPROVAL OF NOTES

Approval of the draft notes from the June 23, 2009.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

1. MSU Agreement for Loan of Art

The PAC, MSU Legal and UFPB Ex Committee approved an agreement document to use in the Walt Whitman sculpture loan to MSU. It is for use when artwork is a loan and not a gift to MSU. It also states that MSU has final decision as where to display the art work that MSU will review keeping the loan every 5 years, and at artist's death ownership rights are given to MSU. The agreement is already in use.

2. Temporary Trailers during Hamilton Hall Construction

Facilities and UFPB Ex Committee reviewed several locations for 2 trailers necessary to temporarily house occupants of Hamilton Hall while under construction (see site maps). The location will be the turf area between Hamilton and Montanan Hall (Site B), but if during preparation for the trailers, if Facilities finds that Site A would be a more appropriate then they will be located at Site A. Also, the use of the site is for one year, and prior to that expiration date the PM will report back to the UFPB on construction status and a date of removal.

ITEM No. 3 – CONSENT AGENDA

A. Traphagen Hall: 1 & 2 floor Corridor Renovation

ITEM No. 4 – RECOMMENDATION – McCall Hall – Nitrogen Tank Installation (Continued from 5/26/09 UFPB Meeting) Presenter – Loras O'Toole

ITEM No. 5 – RECOMMENDATION – Walt Whitman Sculpture Loan Location Presenter – Candace Mastel

HORIZON ITEMS

External Building Signage Policy
Staging Discussion
Seminar Materials
Revisit and Update Policies

HBO5 Amendment for lab Facility
MSU Heritage Properties
Master Planning Issues

VCD/da

pc: Geoffrey Gamble, President
ASMSU President
Jody Barney, Budget and Fiscal Director, Office of Agricultural Experiment Stations
Patricia Chansley, Assistant to the Provost
Cathy Conover, Vice President, Communications & Public Affairs
Lisa Duffy, Assistant to the Dean of Agriculture
Heidi Gagnon, Assistant to the Vice President, Administration & Finance
Diane Heck, Administrative Associate, Provost
Jennifer Joyce, Assistant to the Vice President for Planning and CIO
Linda LaCrone, Assistant to the Vice President for Research, Creativity and Technology
Donna LaRue, Assistant MSU Chief of Police
Glenn Lewis, Special Assistant, Vice President, Student Affairs & Dean of Students
Shari McCoy, Assistant to the President
Sheron McIlhattan, Accounting Associate IV, University Business Services
Becky McMillan, Administrative Associate, Auxiliary Services
Kathleen McPherson-Glynn, Assistant to the Dean, Arts and Architecture
Charles Nelson, Registrar and Director of Admissions
Robert Putzke, Director, MSU Police