

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
September 1, 2009**

Members Present/Represented: Walt Banziger, Jim Becker, Kurt Blunck, Boyd Fedock, Jeff Butler, Michael Everts, Brad Garnick, Mandy Hansen, LaCrone for McCoy, Lashaway for Roloff, Mary Miles, Jim Rimpau, Teresa Snyder - ASMSU President, Jim Thull, Brenda York

Members Absent: Susan Agre-Kippenhan, Allyson Bristor, Jeffrey Jacobsen, Tom Stump, Allen Yarnell

Guests: Candace Mastel, FPDC; Lindsay Schack, FPDC

The University Facilities Planning Board met beginning at 3:30 pm with Walt Banziger as chair to discuss the following:

ITEM No. 1 – Approval of Meeting Notes

Garnick moved to approve the meeting notes from August 18, 2009. Blunck seconded the motion. The meeting notes were approved unanimously.

ITEM No. 2 – Executive Committee Report

There was no action from the Executive Committee to report.

ITEM No. 3 – Consent Agenda – There were no items

ITEM No. 4 – Recommendation – Alumni Plaza Plaques

Lindsay Schack requested approval of the concept design of two main plaques within the plaza: one commemorates Spirit and provides a narrative about the origin of MSU's mascot; the other commemorates the major contributors to the project. Approval is also requested of the concept design of a small plaque at the base of each bench to pay tribute to bench donors.

RVL was concerned about the proliferation of donor plaques on campus and the continuous maintenance of the donated items. It is a challenge to assure that someone's recognition will remain over time. Facilities does not want to be responsible for donor recognition once they are displayed. There are currently no formal procedures in place to track donated items and their locations on campus. Thull stated that it was negligent of MSU not to track donor recognition. Facilities and the MSU Foundation will work together to develop a system of tracking.

Lashaway moved to approve the concept design of the standard benches under the following conditions: the Alumni Association work out the donor recognition mechanism with Facilities Planning and Facilities Maintenance and the Alumni Association will be responsible for installation, continuing maintenance, and tracking of the donor recognition plaques. Miles seconded the motion. The motion was approved unanimously with the proxy votes of Agre-Kippenhan and Bristor.

ITEM No. 5 – Recommendation –Facilities Parking Lot Signage

Candace Mastel gave the presentation. The Plew Parking Lot has been recently reconfigured. Facilities Services has requested new signage be installed to announce that the parking in this area just south of the Plew Building is for official Facilities use only. Gary Gramer, FPDC, created custom phrases for Facilities Services signage; the phrases are visible from the corner of South 6th Avenue and Grant Street.

The signs will be installed in three different locations: a 12" x 18" sign will be attached to the "STOP" sign at the southeast corner of South 6th Avenue and Grant Street; a 24" x 36" sign will be attached to the new chain link fence on the east side of the gate on the west side of the fence; and a 24" x 36" sign will be attached to the new chain link fence on the east side of the gate and on the east side of the fence.

The smaller sign will read, "AUTHORIZED PARKING FOR FACILITIES SERVICES USE ONLY/VIOLATORS WILL BE FINED AND/OR TOWED AT OWNERS EXPENSE." The larger signs will read, "AUTHORIZED PARKING ONLY."

The signs will be constructed of high grade, reflective aluminum with red lettering on a white background. Facilities Services and Facilities Planning approved the design.

York moved to approve the recommendation as presented. Thull seconded the motion. The motion was approved unanimously with the proxy votes of Agre-Kippenhan and Bristor.

This meeting was adjourned at 4:10 p.m.

WB/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
Victoria Drummond, Associate Planner
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
Shari McCoy, Assistant to the President
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