MEMORANDUM

TO: University Facilities Planning Board: Susan Agre-Kippenhan - Chair, Jim Becker, Kurt Blunck, Allyson Bristor, 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