

Meeting Minutes

Tuesday, October 9, 2012

Present: Craig Ness, Emily Messa, Melissa Rockwell-Hopkins, James Prochaska, Kevin Rigdon, Steve Wallace, John Roberts, Roger Warner, Rachel Bush

1. Schedule Update – schedule update was provided and reviewed by Project Manager James Prochaska – see attached schedule for reference
2. Grove Selection – SWA has been selected through a qualifications based selection and we are now moving to contract negotiation
3. Funding Updates
 - a. Grove funding has been approved by the Dean, but the completion of the deficit letter is pending
 - b. Wortham Fire – CRDM vote going out this week; full funding to be in place next week
 - c. Alley Theatre – initial review was complete; secondary meeting to review detail with the Dean has been set up; mixed funding and deficit letter will be required
4. Trailer Update – James is working on this but will need to schedule a meeting to review infrastructure with Fire Marshal, Utilities, Parking and Real Estate to determine proper sizing and placement and then will meet with the college on interior needs once this initial work is complete. Scheduled 10/16/2012
5. Classroom issues will be handled by the College and Theatre related to ongoing storage needs; project issues have been resolved for the spring through the use of rooms in Agnes Arnold. Laundry interim needs to be managed between Kevin and James.
6. Other Items
 - a. Fire Sprinkler project is expected to be complete by 12/2/2012 – this project work and contractor have been good and on target.
 - b. Alley Lease update – Emily provided a general update, lease in progressing, but has not yet been signed.