



**Facilities Committee
MEETING MINUTES
October 2, 2019**

CALL TO ORDER	Raechel Rix, Operations Committee Chair, called the meeting to order at 3:00 p.m.
ROLL CALL	<p><u>Members Present:</u> Aguilar, Carlsen, Evans, Hallett, Rix, Shabak</p> <p><u>Members Absent:</u> Baker, Kurtz, Sheriff</p> <p><u>Officers Present:</u> Fehr, Tapper, Sharma</p> <p><u>Officers Absent:</u> Martin, Wiley</p> <p>*Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting. [According to the by-laws, a member of the board who does not remain until the scheduled ending for the meeting (4:30 p.m.) is considered not to be in attendance.]</p> <p>**Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business. [According to the by-laws, a member of the board who is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]</p>
EXCUSALS	Rix stated Kurtz would be absent for University business. Hallett stated that she would have to leave the meeting early for University business. Rix requested the Facilities Committee excuse the absence and early dismissal. There were no objections.
APPROVAL OF AGENDA	(Hallett-m/Aguilar-s) The agenda was approved as presented by unanimous consent.
APPROVAL OF MINUTES	(Aguilar-m/Shabak-s) The minutes from the 9/18/2019 meeting of the Facilities Committee were approved as presented by unanimous consent.
PUBLIC SPEAKERS	None
REPORTS	
a. Chair	Rix's report is an attachment to the minutes.
b. Marketing Liaison/Trustee	Aguilar reported that they are still waiting on quotes from vendors for the bowling masking graphic unit. He stated that it would have to be painted before the new graphic can be placed. Also, he received a quote for printing TSCBOT handbills and he is thinking of printing 1,000 handbills.
c. Associate Director, Titan Student Union	Fehr thanked Sharma, Kurtz and Baker for sitting at the ASI Town Hall earlier that day.
UNFINISHED BUSINESS	None
NEW BUSINESS	

Discussion: Sample Proposals

Rix stated that it is very important for committee members to be familiar with how to write a proposal. A sample proposal was passed out to committee members to review and the committee provided feedback on corrections to be made on the proposal.

Discussion: Goals/Ideas List

Rix stated that she has already met with each committee member and she has assigned projects to each to research. Evans will be leading the research for the SRC expansion along with anyone who would like to help him. She asked if anyone had any questions or had anything to discuss.

Carlsen stated he has not been assigned projects yet because he was just recently appointed to his position but he showed interest in the TSU theatre remodel project. Evans suggested that the committee concentrate on the TSU theatre remodel as one of the big projects to accomplish this year.

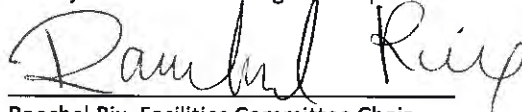
Rix thanked everyone for their input.

ANNOUNCEMENTS/MEMBERS' PRIVILEGES

Evans stated that the most recent ASI podcast episode features Kurtz and Sharma and he encouraged everyone to listen.

ADJOURNMENT

Rix adjourned the meeting at 3:22 p.m.



Raechel Rix, Facilities Committee Chair



Deisy S. Hernandez, Recording Secretary

