

Space Minutes October 3, 2013

Attendees: Sharon Goodman, Sheryl Dorney, Steve Trotter, Wendy Endress, David McAvity, Kirk Knittle, Abby Kelso, Matt Newman

Recorder: Bianca Janssen-Timmen

The meeting minutes from the August 1, 2013 meeting were approved as written.

Library Lobby Furniture

After a trial period of the Library Lobby being used as multi-use spaces (eight [8] spaces: three [3] on the third floor and two [2] on the second floor), the Library lobby ad hoc committee came back together to assess this time. They've discussed if pursuing permanent multi-use spaces, the furniture should be able to be either integrated into large events or removable during such events. They've also collected some data, which reflected a very positive perception of the furniture and the lobby as multi-use spaces. Wendy handed out a packet with the data collection results and some schematics.

Kirk added to this discussion his point of view. He talked to the committee as well and they've agreed that the spaces should be micro lounges with manageable furniture (some love seats, ottomans, some tables and chairs), easily removable for Building Services in case of bigger events, when the furniture can be simply stored in the basement, which now is cleaned up. Kirk and the committee expect the new micro-lounges to be established by the beginning of 2014.

The Space Management Committee approved the permanent establishment of the furnished Library lobbies and will recommend it to John Hurley for approval. If approved by John, he and Wendy can discuss the funding for the project.

Follow up Discussion of Future SEM I Office Spaces

Kirk created another schematic of the SEM I, 3rd floor with the office allocations we've discussed last meeting.

- Parking Services would be allocated 3152, 3154, 3156, 3158, and 3157 (which will be divided into two rooms) and stay within their footprint.
- Reservation Based Community Determined Program Faculty already moved into 3122A, 3122, and 3124;
- 3119 and 3121 Kirk envisioned as additional Emeritus Faculty Offices;
- 3151, 3153, 3126, 3113, 3111, and 3109 would be allocated to EF;
- 3123, 3125, 3126, 3127, 3127A, 3129, 3131, as well as 3161-3172 Kirk would like to reserve for future project surges;
- Aramark staff has currently one temporary office spaces in Business Services but Business Services would like their space back, so 3115 and 3117 will be temporarily assigned to Aramark until a better space will be available.

For a floor plan please see attachment.

The committee agreed to this plan, so did all involved parties and it will be recommended to John Hurley.

The planned timeline for the Parking Services remodel will be during winter break 2013/2014 and the move thereafter. Student Affairs will be financially responsible. EF will most likely move within the next couple of months.

EF Usage of Vacant Portable

The College owns a portable, west of the Library, which currently is vacant and EF asked to utilize it. They would be an appropriate group to give a permanent key to avoid the time consuming lock/unlock situations if it would be used like a regular classroom (it has no electronic locks).

Sheryl Dorney would be willing to buy tables for EF, if we would decide to rent the space out to them.

The space would be dedicated to EF and reviewed on a year by year basis.

EF would clean/vacuum on a daily basis and Building Services would do a deep cleaning every month on a work order request.

Kat brought up that the carpet would have to be replaced because there is not a whole lot she can do anymore in order to clean the carpet.

The portables have no restroom so Kirk suggested the Longhouse or Sem 1 restrooms for their usage.

The Committee approved the portable for EF.

FYI by David:

The Longhouse would be interested in the portable for a future weaving studio structure. They have applied for a grant but David wasn't sure what the status of the grants currently is. In their long-term plan, the Longhouse also envisions three new buildings, for which they apply for grants right now. They thought of potentially placing those new structures in place of the portable. Once these plans come closer, David wonders if they would have to be presented to the CLUC or the Space Management Committee. The committee decided that it should be proposed to both committees, to the Space Management Committee for the space issue and the CLUC for the land use.

The meeting ended at 2:45pm

The next meeting will be September 5, 2013