

**Space Management Meeting  
June 6, 2006**

**Attendees:** Patti Zimmerman, Ken Tabbutt, John Lauer, Dave Shellman, Bill Zaugg, Steve Trotter, Sharon Harrison,

**Special Guests:** Dave Shellman

**Recorder:** Rishel Gordham

**Approval of minutes:**

Minutes approved.

Comments were made to talk about Surge Phase II on the agenda since it is not listed.

**Surge:**

The decision hasn't even been made that we are going to do the surge all in one phase or in two:

- Deadline for surge phase II is in plenty of time.
- SASS would stay during construction
- Discussion to look for other portables
  - 6 months to get portables. We would need a decision on the portables by January 2007
- By fall we should know more information.
- Start construction in September, goal would have to have people moved by August
- First meeting in August for Patti and Paul to sit down and see what the impact will be.

Kens is worried about the use of space during surge:

- SEM II 4107 there are 3 large spaces that are in high demand

**\*\*April in the minutes will be updated in September. (Minutes were correct, but need to be updated to reflect the new schedule)\*\***

***Comments:***

Advancement Staff meeting discussion:

- Sharon will begin talking to them

**Paul:**

John is looking at what can be relocated off campus.

Notified the Olympia Community School (Geoduck House):

- June of next year we will be terminating the lease.

## **SRI:**

Old SRI projects:

- Greenery Patio Fence
  - Eye sore options might be effective for the short term basis at a minimal expense
- CRC 116- Change the dance space into a sprung floor
- SEM II signs will be ready by graduation
- Call back on Lab I for electrical work.
- Tack lights in Lab I and Lab II
- Meters at Farm- Haven't been able to procure the meters yet
- Shower and ADA restroom-will be done this week
- Art Annex Lockers- scheduled
- New Kiln in the Art Annex
- Vacuum Form machine in the Com building- meeting with Miles to get a cost estimate
- COM 117 is complete
- Woodshop/Metal Shop electrical upgrade- scheduled
- Lab II server room cooling is scheduled for June 12
- New offices in Admissions

New SRI projects:

Items need priorities; everything must get done by June 30, 2007

Delete:

Create the new AV classroom- number 70:

- To install new AV equipment in the library
- It is not an SRI
- They got equipment elsewhere

Longhouse 40 & 63:

- Etched glass should be covered the endowment
- However, installing it would be covered
- Casting it in bronze- isn't an SRI
- Ken spoke with Tina about these

***ACTION ITEM: Paul will notify Tina Kuckkahn that 40 and 63 are not going to be covered by SRI, only the installation of it. Recommend that she contact Sharon.***

Total SRI Budget is \$200,000

Estimated total is over \$230,000

***Comments/Suggestions:***

- Suggestions were made to label each item by Priority A, B, or C
- #56 are those new eye washes?
- Health and safety issues are a priority

***Questions:***

Project 43 & 71:

- Is there any other place for individuals to take their projects to that are over \$25,000 dollars?  
-Yes, but then they would have to compete with the bigger projects

Heat pump- home \$500 grant- it operates like an air conditioner. They should save on energy

-There are some questions to see if we can even qualify.

***ACTION ITEM: Paul will check to see what PSE offers.***

**Priority List:**

- 37 –B
- 38- Cancelled
- 39- B
- 40- Pending
- 41- A
- 42- C (Removed- Paul will talk to Aaron about this).

***Comments:***

Comments were made to error on the side of inclusion as far as SRI's. What is the timing?

-7 weeks.

Blinds were recommended by the Health and Safety officer.

43 – Heat pump is an A contingency is a C recommends were made to check with PSE

44- Paul will look at this as a Maintenance issue REMOVE Paul will work with Mike Drennon

45 – B

46 – C (potential to add this into the next biennium when they redo that room)

47 – (Ken will talk to Marty about more information)

48- B (Ken will get more information)

49 – A

50 – A (Dave thinks we can combine 49 & 50)

51 – B (Pending- Dave needs more information)

52- Remove (Should not be an SRI- maintenance)

53-A

54- B

55- A (Fire Code Issues- Marty needs to talk to Dave about it)

56-A

57- A

58-B

59-A

60- B	
61-B	(Refine the scope)
62- B	
63-	(Need to talk to Tina)
64- C	
65- B	
66- B	
67- A	
68-A	(Urgent)

SPI projects will start with number 68.