MHLS Facilities Committee
Tuesday, October 29, 2019  |  1:30pm  |  MHLS Conference Room

1. Roll Call
   ✓ Lynne Ridgeway (U), Chair
   ✓ Robert Culp (P)
   ✓ Rajene Hardeman (D)
   ✓ Mark Wilson (C) (ex-officio)
   ✓ Rebekkah Smith Aldrich (Staff Liaison)
   ✓ Chris Herron (Staff Liaison)

2. Review of the Capital Plan & Timeline
   a. MHLS Staff provided a review of the MHLS Capital Plan document, attached to this report, which has been re-structured for 2019 into five categories:
      i. Summary of Currently Prioritized Projects
      ii. Part A: Major Systems Replacement Projections
      iii. Part B: Proposed Renovation Projects
      iv. Part C: Timeline for Maintenance & Critical Component Replacement
      v. Part D: Completed Projects
   b. The Committee received a report on research related to an assisted learning system (ALS) for the Auditorium.
   c. The committee confirmed the current prioritization of projects as:
      i. HVAC Replacement – 2nd floor office building
         1. Status: State grant application submitted; under contract; work to be completed by the end of the first quarter of 2020
      ii. Renovation of Delivery Operations Area
         1. Status: This project is currently in the research and development phase with plans to apply for State Aid for Library Construction in the 2020-2021 funding cycle. Chris & Rebekkah conducted a focus group with the Delivery Operations Staff to inform the scope of the planned project.
         iii. Remaining prioritized projects (related to the 2nd floor, 3rd floor HVAC, and solar/roof projects) are being researched to confirm needs/cost estimates.

3. Physical Tour of the Office Building & Auditorium
   a. L. Ridgeway and R. Hardeman joined Chris & Rebekkah for a tour of the two facilities.
      Highlights included:
      i. Auditorium
         1. Review of masonry work to be done by the end of the year;
         2. Discussion regarding the state of the gutters and the need for replacement at some point in the near future;
3. Review of the completion of Phase III interior work; last component –
    tables and chairs – are on order and should arrive by the end of the
    year.

ii. Office Building
    1. Review of the impact of the 2nd floor HVAC project on the back side of
       the facility;
    2. LED light replacement project almost complete; all “overnight” lights
       are now LED: estimated 1-year payback period.
    3. Delivery area reviewed in light of renovation goals discussed.

iii. Exterior
    1. Street numbers added to the walls by the sidewalk as per
       recommendation at last fire inspection