

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, March 24, 2025

Camryn Collins, Director Tim Bentham, Assistant Director Mark Delcamp, Assistant Director John Schmidt, Automotive Garage Supervisor Rodney Hayes, Electrical Supervisor	Tim Lillie, Head Janitor Randy Grant, PUE I Jim Kuras, Structural Supervisor Shannon McKoon, Office Assistant II
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Camryn Collins

- Facilities Planning has shared the Reed drawings. Please review and share any questions/concerns.
- The print initiative will go into effect at the end of April for our department– Facilities Services office will maintain 1 printer, Custodial office in Alumni will maintain 1 printer, Central stores and Automotive will share 1 printer and the heating and cooling plant will be receiving 1 printer.
- Thank you Shannon for continuing to complete recharge paperwork for departments across campus
- We continue to collect quotes and are working on preparing summer work schedules. Thank you for all the support while we gather quotes and info, we will finalize and build schedules soon.
- We have begun interviews for plumbers. The Heating & Cooling supervisor posting is live, part time central store clerk posting is live. A request to fill additional vacancies has been submitted.
- Fire Inspector will be on site April 8th and April 11th, thank you for completing the fire inspection work orders. Please close anything that remains open.
- Campus event lists are being posted in the conference room on the whiteboard.

Tim Bentham

- Thank you, Camryn and the rest of our team, for keeping our department going while I was on vacation. This is very much appreciated
- I'm sure you all have heard Jeff Peterson's is retiring. His last working day is this this week Wednesday, March 26th
- Thank you for working on Fire Inspection you all are making great progress. If you have any outstanding code violation please complete them asap. If there are issue that cannot be completed please let me know so we can work these out. At this point I don't think we have any violations that need a compliance plan
- All State Fire is scheduled to clean the kitchen hood at Lanford and the Child Care on 4/2/25
- Plyler Overhead Door completed the installation of the new fire door operator at University Commons.
- RP Mechanical Completed the repairs to air handler S2A in Reed Library
- Working with Facilities Planning, the construction fund and the engineers on the emergency generator replacement project, RAC Air handler replacement project and the Turf &Track project
- Continue working on several MCM projects on campus

Mark Delcamp

- Working on compiling lists for spring/summer concrete/roadways and parking lot seal coating and striping
- Continue working with Facilities Planning on the Outdoor Track project

- Continue working with LaBella on the Rosch stage project, project slated for bid anytime now. The work will begin after commencement and be completed by June 1st
- Building Inspections this week are in UC on Tuesday and the Science Center on Wednesday
- Working with the search committee on the Project Manager position in Facilities Planning. Initial interviews begin today
- Continue working on filling custodial and grounds positions
- Rich Newton is off this week, please contact myself or John Cole for grounds related assistance
- I will be out of the office early (1:30p) on Thursday this week

John Schmidt

- We are waiting on parts for one of the mowers that we are repairing
- Servicing mowers for the upcoming mowing season
- Washing, fueling and servicing fleet vans as they are returned
- General repairs and maintenance on equipment as needed

Rodney Hayes

- Work with ITS on a camera project in King concert Hall.
- Working on resolving issues with the Flamex system in RAC
- Working on getting quotes for summer projects
- Working on general work orders and PM

Randy Grant

- No new updates

Tim Lillie

- Art is off at 1:30 today and 11 a.m. on Friday
- Rich is off Thursday
- Continuing our detail work in several buildings
- Continuing to work on several equipment transfers and setup/takedowns for events

Jim Kuras

- Working on summer projects and quotes
- Will be working on Fenton Hall work orders
- Continue to repair the half wall in the Mason Hall connecting hallway
- Will start working on the University Police Processing Room
- Still working on many lock and key issues
- Working on roof PM's
- Will start working on Commencement preparations

Click here to view upcoming events: <https://events.fredonia.edu/>

Building Inspection Schedule			
Tuesday	3/25	1:15 pm	University Commons
Wednesday	3/26	11 am	Science Center
Tuesday	4/1	1:15 pm	Alumni & Nixon
Wednesday	4/2	11 am	Reed Library & McEwen
<i>The building that is listed first on the schedule each day is where the inspection will begin. Meet in the main office area of all buildings where applicable</i>			

Campus Calendar 2025	
4/21	Classes Not in Session
5/9	Last Day of Classes
5/12-5/16	Final Exams
5/17	Commencement
8/21-8/22	New Student Orientation
8/25	First Day of Classes

Custodial Supervisor Schedule for 3/24-3/30								
	#	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Tim Lillie	65	8 a-4:30 p	8 a-4:30 p	8 a-4:30 p	8 a-4:30 p	8 a-4:30 p	Off	Off
Vacant	51	6 a-2:30 p	6 a-2:30 p	6 a-2:30 p	6 a-2:30 p	6 a-2:30 p	Off	Off
Art Franklin	43	7 a-1:30 p	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	7 a-11 a	Off	Off
Nick Valentine	32	3:30 p-12 a	3:30 p-12 a	3:30 p-12 a	3:30 p-12 a	3:30 p-12 a	Off	Off
Rich Logan	62	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	Off	3 p-11:30 p	Off	Off

Custodial Weekend Coverage Saturday, 3/29-Sunday, 3/30				
Academic Buildings				
Saturday	Athletics	6 am-2:30 pm	Jessica Santiago	16-06
			Mike McNaughton	17-01
	Mason	6 am-2:30 pm	Aaron Milks	02-04
	Mason & Athletics	6 am-2:30 pm	Rob Rivera	05-01
	RAC & WC	6 am-2:30 pm	Rachel Bialaszewski	04-04
	Athletics	2 pm-8 pm	TBD	
	UC, McEwen & SC	3:30 pm-12 am	Dan Schrader	74-03
	Athletics	5 pm-11 pm	TBD	
	Mason & WC	5 pm-11 pm	TBD	

Sunday	Athletics	6 am-2:30 pm	Richelle Steward	17-02
	Mason	6 am-2:30 pm	Melanie Mazur	02-01
	RAC & WC	6 am-2:30 pm	Chris Fenton	17-03
	Athletics	3 pm-9 pm	TBD	
	Athletics	5 pm-11 pm	TBD	
Residence Halls				
Sunday	Alumni	7 am-3:30 pm	Kristin Austin	20-02
	Chautauqua	7 am-3:30 pm	Elizabeth Meadows	08-02
	Disney	7 am-3:30 pm	Wade Austin	24-03
	Eisenhower	7 am-3:30 pm	Carmen Vazquez-Ruiz	24-02
	Gregory	7 am-1 pm	TBD	
	Grissom & Kasling	7 am-3:30 pm	Fred Babar	21-01
	McGinnies	7 am-3:30 pm	Zach Schober	08-02
	Nixon & UC	7 am-1 pm	TBD	

Heating Services Schedule for 3/10-3/16

Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1st 7 am-3:30 pm	G. Tucker M. Hill C. Ackendorf	G. Tucker H. Farner M. Hill C. Ackendorf	G. Tucker H. Farner M. Hill C. Ackendorf	G. Tucker H. Farner M. Hill C. Ackendorf	H. Farner M. Hill C. Ackendorf	H. Farner	G. Tucker
2nd 3 pm-11:30 pm	D. Halas	D. Halas R. Linnecke	D. Halas R. Linnecke	D. Halas R. Linnecke	R. Linnecke	R. Linnecke	D. Halas
3rd 11 pm-7:30 am	NO COVERAGE	NO COVERAGE	NO COVERAGE	NO COVERAGE	NO COVERAGE	NO COVERAGE	NO COVERAGE

Residence Director Staff

Residence Hall	RD	Office	Apt.
Alumni	Kassidy Kovac	4056	4057
Chautauqua	Donna Good-West	4058	4059
Disney	Aidan Ricotta	4060	4061
Eisenhower	Christian Taber	4062	4063
Gregory	Jacob Steinhoff	None	None
Grissom	Kyle Piscitelli	4065	4066
Kasling	Sabrina Sosa	4073	4074
McGinnies	Ronny Nissen	4054	4055
Nixon	Heather Williams	4075	4076
University Commons	Jacob Steinhoff	4081	4082
University Village	Jill Swanson	4083	4084

cc:
Facilities Services Staff
Gordon Carpenter
Wayne Lynch

Geoffrey Braun
Kathy Forster
Eric Hadley

Markus Kessler
Marc Levy
Scott Martin

Sarah Laurie
Don Scott
Mark Suida