

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday July 14, 2025

Camryn Collins, Director Tim Bentham, Assistant Director Mark Delcamp, Assistant Director Randy Grant, PUE1	Rich Newton, Grounds Supervisor Jim Kuras, Structural Supervisor Rodney Hayes, Electrical Supervisor
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Camryn Collins

- Student athletes will be returning in 4 weeks! Moving in week is 5 weeks away! The first day of classes Monday August 25! Please keep a close eye on summer projects and purchases; particularly ARCR work, office relocations and any student facing project work.
- Thank you Tim Lillie and his team for the continued support and efforts for office relocations & camps
- Training with EH&S continues this week, please reach out to your supervisor if there is any confusion on when you should be attending.
- Please help me in welcoming our newest member Sean Ley, who is working in Central Stores/Receiving. Welcome to Fredonia Sean, we are happy to have you on our team!
- Budgets have been finalized, and kick-off/review meetings have taken place with each supervisor. There will be standing meetings with each supervisor to review budget status throughout the year.
- Friendly reminder if there are accidents/incidents on campus to complete the HR incident report.
- The following positions are in the interview stage
 - Highway Equipment Operator
 - Plumber
 - Electrician
 - Cleaner
- The following divisions have positions that are posted
 - Heating and Cooling

Tim Bentham

- Working on chiller/Air conditioner repairs in University commons, Science Center and RAC
- The annual elevator inspections are complete. I should see the reports soon.
- Preparing for more office relocations in Gregory/Williams Center.
- Working with JCI/TYCO on the installation of cameras on the 2nd floor of Thompson Hall.
- Working on the VALT Phase II project in Thompson Hall.
- Maytum/Thompson Hall relocations are complete.
- Allstate fire completed the annual sprinkler system inspections.
- Working on end of fiscal year PO's and new fiscal year PO's.
- 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.
- The fall semester is coming soon. Working on completing summer projects prior to Aug 1st.

Mark Delcamp

- Working with grounds staff on work prioritization
- Working to relocate staff from WC, Gregory and Fenton this week
- ARCR-Getting additional quotes for window blinds and lamps, Mattress PO was recently issued to Jamestown Mattress
- Meeting with Regional Distributors today to see what opportunities we have to reduce SKU's on cleaning products campus wide
- Reviewing and ordering new walk-off mats for various Academic buildings, new mats have been ordered for the Maytum Hall elevators
- Reviewing Floor scrubber options, quoting for purchase and lease to buy

Rodney Hayes

- Working on dorm lighting
- Working fire alarm deficiencies
- general work orders and PMs

Randy Grant

- No new updates.

Tim Lillie

- We will continue with the office moves this week. We are moving Residence Life over to the WC main office suite today and tomorrow
- Staff continue to scrub in Athletics fieldhouse and are working on removing the sealant in the Natatorium as well.
- Staff have almost completed the window washing at Gregory and will move to the end caps at Alumni.
- We will start cleaning camera domes this week
- Staff began washing windows at Houghton and will finish that this week
- I will be off work from July 19-Aug 3.

Rich Newton

- The Grounds staff over the next two weeks will be continuing to work on areas of need and concern, in addition to regular mowing and weed eating
- Interior and exterior enclosed courtyards will be a targeted focus for attention, as well as weeds growing in curbs and cracks in sidewalks and parking lots.
- I will be out of the office and away with the family from Friday, 7/18-7/25. Robert Schwerek will also be off those same dates.

Jim Kuras

- Working on lock shop issues
- Working on the ARCR's in the townhouses
- Gregory/Williams Halls moves
- Speech and Hearing camera upgrades
- Freddie's Locker
- Various work orders

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

Campus Calendar 2025	
8/21-8/22	New Student Orientation
8/25	First Day of Classes
9/1	Labor Day-No Classes
10/2-10/3	Fall Break
11/24-11/28	November Break
12/12	Last Day of Classes
12/15-12/19	Final Exams

Custodial Supervisor Schedule for 6/16-6/22								
	#	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-12 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-3:30 p	7 a-3:30 p	7 a-3:30 p	7 a-3:30 p	7 a-3:30p	Off	Off
Nick Valentine	32	Off	Off	Off	Off	Off	Off	Off
Rich Logan	62	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	3 p-11:30 p	Off	Off

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

Heating Services Schedule for 6/16-6/22							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1st 7 am-3:30 pm	G. Tucker C. Ackendorf R. Linnecke	G. Tucker H. Farner C. Ackendorf R. Linnecke	G. Tucker H. Farner C. Ackendorf R. Linnecke	G. Tucker H. Farner C. Ackendorf R. Linnecke	H. Farner C. Ackendorf R. Linnecke	H. Farner	G. Tucker
2nd 3 pm-11:30 pm	D. Halas	D. Halas	D. Halas	D. Halas	NO COVERAGE	NO COVERAGE	D. Halas
3rd 11 pm-7:30 am	NO COVERAGE	NO COVERAGE	NO COVERAGE	NO COVERAGE	NO COVERAGE	NO COVERAGE	NO COVERAGE

cc:
Facilities Services Staff
Gordon Carpenter
Wayne Lynch

Kathy Forster
Eric Hadley
Scott Martin

Markus Kessler
Marc Levy

Sarah Laurie
Don Scott
Mark Suida