

FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, October 7, 2019

Kevin Cloos, Director Michael Metzger, VP Finance & Administration Patty Feraldi, Director, Alumni Affairs Mark Delcamp, Assistant Director Tim Bentham, Assistant Director	Tim Lillie, Head Janitor Rich Newton, Head Grounds Supervisor Gary Hardy, HVAC/R Supervisor Shannon McKoon, Office Assistant II
---	--

Next Meeting: Monday, October 21, 2019 @ 9:45 a.m.

Kevin Cloos

- Millington Lockwood will remove part of the office furniture at Maytum 808 on Wednesday to prepare for moving of staff from the 7th floor pm 10/14

****View this website to see the current list of daily events scheduled on the campus: ****

<https://events.fredonia.edu/>

Patty Feraldi

- Reviewed and distributed list of needs for Homecoming weekend

Mark Delcamp

- Working with Pucci's and GP Flooring on estimates for the eSports lounge, RAC Gallery entrance and a repair needed to E230 Thompson Hall
- Trying to get information together to prepare a bid for a new custodial delivery truck. Waiting to hear back from Terry Tzitzis
- Matt Walters is slated to return to work this week Wednesday
- Building Inspections this week are as follows: Tuesday- Igoe and Hendrix, Wednesday - LoGrasso Hall

Tim Lillie

- Darlene and Rich will both be off from Thursday through Monday
- I will be off from Thursday through next Friday
- Still cleaning up Mason from the construction
- Will be scrubbing and waxing part of the 1st floor in New Mason on Thursday and Friday
- Staff is completed the change out of the soap dispensers in Thompson. They are now working in the Science Center then will go to Mason

Tim Bentham

- Otis Elevator completed the repair of the Igoe Hall elevator on Friday. The elevator has been inspected and is ready for use. Otis was on site Wednesday to make repairs to the elevator.
- Working with Facilities Planning on the Campus Energy Metering project, Mason Hall Air handling project, Ice rink project and Houghton Hall renovation projects.
- JCI/Simplex was not able to test Mason Hall fire alarm. They are scheduled to complete the testing on October 10th

- Working on quotes for the mechanical systems for Schultz eSports Lounge.
- We enabled all of our heating systems on campus.
- Working on MCM projects

Rich Newton

- Preparing for upcoming events
- Working on Fall clean up
- I will be out of town this weekend
- Will have 3 staff members working on Monday

Nelson White (absent)

- Ordered some bathtub strainers for the Kirkland Complex to see if it would help alleviate some plugs
- Have ordered parts for the DHW heater in Jewett Hall
- Working on a storm leader leak at Williams center
- Water was shut off at the main valve in basement of the Fenner House. The lines have been drained. Waiting on village to locate curb stop at road to shut that off
- I have ordered new shower dial indicator rings for McGinnies Hall to replace worn out rings
- Working on a lot of work orders and PM's

Gary Hardy

- Started heating systems on Friday 10-4-2019 everything seemed to go well
- Re sampled 4 cooling towers for Legionella re checks should have results back this week
- NYSDOL completed boiler inspections Wednesday 10/3/2019 at Kasling Grissom
- Waiting to interview for 2 PUE-1 items
- Continue working with MLP on air handling project Mason Addition
- Working on PM's and WO's
- Still attempting to cover as many shifts as we can in the heating plant for after hours and weekend coverage with our current staff
- I will be off Thursday afternoon

Campus Calendar	
10/10-10/11	Fall Break (no classes)
11/25-11/29	Thanksgiving Break
12/13	Last day of classes
12/16-12/20	Final exams

Building Inspection Schedule			
Tuesday	10/8	1:15 pm	Igoe & Hendrix
Wednesday	10/9	11 am	LoGrasso
Tuesday	10/15	1:15 pm	University Commons
Wednesday	10/16	11 am	Daycare & Maytum
<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</i>			

Heating Services Schedule for 10/7-10/13							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1st 7 am-3:30 pm	G. Hardy G. Tucker S. Carutis	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis	G. Hardy H. Farner K. Watrous S. Carutis	H. Farner K. Watrous	G. Tucker
2nd 3 pm-11:30 pm	D. Halas	D. Halas	D. Halas	D. Halas	OT	OT	D. Halas
3rd 11 pm-7:30 am	OT	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	OT

Custodial Supervisor Schedule for 10/7-10/13								
	#	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	Off	Off	Off	Off
Darlene Miller	51	6 a-2:30 p	6 a-2:30 p	6 a-12 pm	Off	Off	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-3:30 p	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	11p-7:30a	11p-7:30a	11p-7:30a	Off	Off	Off	Off

Custodial Weekend Coverage Friday, 10/11-Sunday, 10/13				
Athletics	Friday	6 pm-2:30 am	Robert Bajdas	16-03
	Saturday	6 am-2:30 pm	Keshia McCloskey	16-06
		6 pm-2:30 am	Robert Bajdas	16-03
	Sunday	7 am-11 am	Steve Peters	57-01
Mason & Williams Center	Saturday	12 pm-5 pm	Linda Nixon	08-02
		6 pm-11 pm	Kitty Pencek	12-02
University Commons & Williams Center	Saturday	3:30 pm-12 am	Dan Schrader	74-03

Custodial Coverage (Academic) Columbus Day Monday, October 14 from 6 am-2:30 pm Supervisor: Art Franklin #43		
Fenton, Science Center, McEwen & Reed	Dave Tarnowski	01-01
Thompson, Mason, Williams Center & Athletics	Bob Miller	61-01
Incubator	Bob Jank	78-01

Custodial Coverage (Residential) Columbus Day Monday, October 14 from 7 am-3:30 pm Supervisor: Art Franklin #43		
Alumni	Scott Pagano Kyle Baumgartner Carmen Vazquez	20-01
Chautauqua	Julie Echevarria Linda Nixon	08-02
Disney	Jorge Rosa Ellie Irizarry	24-02
Eisenhower	Terry Sysol Steve Peters	24-01 57-01
Gregory	Kathy Stempkowski Linda Saletta	06-01
Grissom	Bob DeGolier Ramona Padua	21-01
Hemingway	Deb Kujawa Juliana Krauter	33-01
Hendrix	Phil Collier	09-01
Igoe	Jim Michaels Mary Leckliter Melissa Buchanan	35-01
Kasling	Sue Lucas Missy Mt. Pleasant	21-02
McGinnies	Sue Michalak Tracy Lorenzo	08-02
Nixon	Kevin McCarthy Brooks Glapa	20-02
Schulz	Josh Roman	33-02
University Commons	Mike Gettings	74-01

Residence Hall Coverage Schedule		
Monday, 10/7 from 9 am through Monday, 10/14 at 9 am	Areas A & B Fatihath Assani	679-8524

Residence Director Staff				
Residence Hall	Area	RD	Apt.	Office
Alumni	A	Tracy Halloran	3262	3261
Chautauqua	A	Jalen Wright	3412	3411
Disney	B	Kyle Piscitelli	3516	3515
Eisenhower	B	Hayley Guild	3518	3517
Gregory	A	Patrick Toscano	N/A	3491
Grissom	B	Richard Sanders	3512	3511
Hemingway	B	Jill Swanson	3566	3565
Hendrix	B	Anissa Scharborough	3568	3567
Igoe	B	Megan Hanrahan	3562	3561
Kasling	B	Alyssa Stephens	3514	3513
McGinnies	A	Ally Sievers	3352	3351
Nixon	A	Fatihath Assani	3432	3431
Schulz	B	Pilar Nelson	3564	3563
University Commons	A	Patrick Toscano	3679	3678
University Village	A	Dan Goodwin	4981	4982

Anniversaries—Thank you and Happy Anniversary!!	
Tracy Lorenzo has started her 16 th year Linda Saletta will be starting her 14 th year	Mary Leckliter will be starting her 15 th year Natalio Matias will be starting his 13 th year

Thought for the week: *“Don’t limit your challenges. Challenge your limits.”*
--Author Unknown

cc:
Facilities Services Staff
Paul Agle
Judy Langworthy
Katharine Bixby
Kevin Kearns
Dennis Hefner

Geoffrey Braun
Kathy Forster
Eric Hadley
Scott Martin
Brian Studley
Brent Isaacson

Cedric Howard
Markus Kessler
Marc Levy
Jerry Fisk
Dan Goodwin
Mark Suida

Christine Givner
Sarah Laurie
Denise Szalkowski
Betty Gossett
Ben Miller

Stephen Rieks
Aaron Parkhurst
Kevin Hahn
Michael Metzger
Don Scott