

# FACILITIES SERVICES MEETING MINUTES

Facilities Services Conference Room

Monday, February 4, 2019

Kevin Cloos, Director Michael Metzger, VP Finance & Administration Orion Purslow, Supervising Electrician Rich Newton, Grounds Supervisor	Jim Kuras, Structural Supervisor Steve Peterson, Plumbing Supervisor Shannon McKoon, Office Assistant
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**Next Meeting: Monday, February 11, 2019 @ 9:45 a.m.**

## Kevin Cloos

- Thank you to all the staff for their work clearing the snow on campus once again during the storm
- Thank you to the staff that responded, cleaned and repaired the damage from the broken sprinkler line at one of the town houses
- ASI will re-install the directory map sign at the Town Houses facing Ring Road on Wednesday, 2/6
- Lot 13 by Jewett Hall will be closed on Tuesday, 2/5

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

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

## Michael Metzger

- No updates on the early retirement incentive
- Waiting to hear if we will sell or demolish the Fenner House
- The Admissions trailer is being posted on the NYS eBay site again today with a lower price

## Mark Delcamp (absent)

- Building Inspections start this week, Wednesday only this week at Williams Center and Jewett.
- Continue working on townhouse cleanup, Verhague to initiate moisture review in walls near base cove to ensure areas around base cove aren't soaked which may lead to further issues down the road

## Orion Purslow

- Work continues on Maytum Hall mass notification
- We will re-install fire alarm devices and some lighting trim rings in town houses that were damaged with water
- We will put lights in the dressing rooms that are ready in RAC today
- Working on work orders and PM's

## Tim Lillie

- I was at Letchworth this morning with Darryl VerHague doing moisture meter testing. There are several areas that are still wet and will need further review
- I will be at Activities Night in the Williams Center as crowd manager
- Received a 3<sup>rd</sup> request for commencement style set up for an event in March

**Jim Kuras**

- Working in RAC dressing rooms
- Still working in the EMS office
- Will start work in Hendrix suite 311 around suite windows
- Various work orders

**Rich Newton**

- Working on snow removal and clearing parking lots
- Servicing equipment
- There is a Section 6 track meet this weekend

**Steve Peterson**

- There was a leak in the Grissom basement for a storm line that froze
- Everything is in working order at Letchworth
- Continue to work on issues at the townhouses
- The expansion tank is Igoe is shot
- Working on work orders

Campus Calendar	
2/14	Professional Development Day
3/11-3/15	Spring Break
4/22	Travel Day
5/10	Last Day of Classes
5/13-5/17	Final Exams
5/18	Commencement

Building Inspection Schedule			
Wednesday	2/6	11 am	Williams Center & Jewett
Tuesday	2/12	1:15 pm	Igoe & Hendrix
Wednesday	2/13	10 am	RAC
<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 2/4-2/10							
Shift	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>1st</b> 7 am-3:30 pm	G. Hardy G. Tucker S. Carutis R. Grant	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis R. Grant	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis R. Grant	G. Hardy G. Tucker H. Farner K. Watrous S. Carutis R. Grant	G. Hardy H. Farner K. Watrous S. Carutis R. Grant	H. Farner K. Watrous	G. Tucker
<b>2nd</b> 3 pm-11:30 pm	D. Halas	D. Halas J. Evans	D. Halas J. Evans	D. Halas J. Evans	J. Evans	J. Evans	D. Halas
<b>3rd</b> 11 pm-7:30 am	TBD/OT	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	K. Szklenski	TBD/OT

Custodial Supervisor Schedule for 2/4-2/10								
	#	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
Darlene Miller	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-5:30 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	Off	Off	Off
Rich Logan	62	11 p-7:30 a	11 p-7:30 a	11 p-7:30 a	11 p-7:30 a	Off	Off	11 p-7:30 a

Custodial Weekend Coverage Friday, 2/8-Sunday, 2/10				
Athletics	Friday	6 pm-2:30 pm	Edwin Garcia	16-03
	Saturday	6 am-2:30 pm	Keshia McCloskey	16-06
		7 am-1 pm	Julie Echevarria	08-02
		12 pm-6 pm	Rich Logan	62
		1 pm-7 pm	Kitty Pencek	12-02
		6 pm-2:30 am	Edwin Garcia	16-03
		6 pm-12 am	Jeff Deering	83-01
Sunday	7 am-1 pm	Lisa Boardman	61-02	
Mason & WC	Saturday	7 am-12 pm	Elizabeth Goblirsch	74-01
		5 pm-10 pm	Tony Pagano	05-02
RAC	Saturday	7 am-11 am	Silverio Burgos	61-02
		4 pm-8 pm	Phil Collier	09-01
	Sunday	2 pm-6 pm	Iris Rosa	05-01
University Commons	Saturday	3:30 pm-12 am	Dan Schrader	74-02
Weekend Trash Pickup	Sunday	8 am-1 pm	Bob DeGolier, Nick Valentine, Kitty Pencek & Steve Peters	

Residence Director Staff-Fall 2018				
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	Jacquelynn Akins	3518	3517
Gregory	A	Kara Corlett	N/A	3491
Grissom	B	Joanna Kaufman	3512	3511
Hemingway	B	Jill Swanson	3566	3565
Igoe	B	Patrick Toscano	3562	3561
Kasling	B	Amanda Scranton	3514	3513
McGinnies	A	Kaitlyn Piatek	3352	3351
Nixon	A	Adrienne Sader	3432	3431
Schulz	B	Pilar Nelson	3564	3563
University Commons	A	Kara Corlett	3679	3678
University Village	A	Dan Goodwin	4981	4982

Residence Hall Coverage Schedule		
Monday, 2/4 from 9 am through Monday, 2/11 at 9 am	Areas A & B Kara Corlett	679-8524
Friday, 2/8 from 5 pm through Monday, 2/11 at 9 am	Area B Kyle Piscitelli	673-5024

**Anniversaries—Thank you and Happy Anniversary!!**

Steve Peterson will be starting his 35<sup>th</sup> year

**Thought for the week:** *“Self-belief and hard work will always earn you success.”*  
-- Virat Kohli

cc:

Facilities Services Staff  
Paul Agle  
Judy Langworthy  
Katharine Bixby  
Kevin Kearns  
Don Scott

Geoffrey Braun  
Ann Burns  
Kathy Forster  
Eric Hadley  
Scott Martin  
Brian Studley

Virginia Horvath  
Cedric Howard  
Markus Kessler  
Michael Lemieux  
Marc Levy  
Ralph Blasting

Christine Givner  
Sarah Laurie  
Denise Szalkowski  
Betty Gossett  
Ben Miller  
Mark Kinney

Stephen Rieks  
Aaron Parkhurst  
Kevin Hahn  
Michael Metzger  
Jerry Fisk