

**Team**  
**MEETING MINUTES**  
**February 18, 2020**  
**Administration Board Room**

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**MEMBERS (presence denoted by check):** Member names added with check box in front of their name

- |                                                      |                                                   |                                                    |
|------------------------------------------------------|---------------------------------------------------|----------------------------------------------------|
| <input checked="" type="checkbox"/> Roger Barrentine | <input checked="" type="checkbox"/> Ray Cummiskey | <input checked="" type="checkbox"/> Chris DeGeare  |
| <input checked="" type="checkbox"/> Daryl Gehbauer   | <input type="checkbox"/> Kim Harvey               | <input checked="" type="checkbox"/> Dena McCaffrey |
| <input checked="" type="checkbox"/> Allan Wamsley    | <input checked="" type="checkbox"/> Tasha Welsh   | <input checked="" type="checkbox"/> Karen Wicks    |

**GUESTS:**

AGENDA ITEM	DISCUSSIONS/OUTCOMES
<b>Call to Order</b>	<b>Time:</b> 9:06 a.m.
<b>Approval of Minutes</b>	Approval of the January 21 and February 4 minutes were deferred.
<b>Pool Space Task Force</b>	John Linhorst and Dale Richardson presented ideas from the Pool Space Task Force. Task Force members volunteered to participate and consisted of representatives from departments across the college, including student representation. See attached presentation.
<b>Early College Update</b>	<p>Allan gave the following updates:</p> <ul style="list-style-type: none"> <li>A Parent Night for the College Accelerated Program (CAP) was held recently at the Arnold campus: 130 parents attended. Since the program currently enrolls only 20 students, parents are requesting more slots.</li> <li>The Northwest school district visited campus the first week of February to tour the Testing Center and DSS. They are reviewing processes to help in the development of an early college reading course, and the potential development of a program similar to CAP.</li> <li>Team discussed student interviews to capture the positive feedback on the CAP.</li> <li>Allan is completing figures for the cost of providing early college scholarships/discounts to students who receive free and reduced lunches; he should have solid numbers by the end of the week.</li> </ul> <p><b>NO FURTHER ACTION NEEDED</b></p>
<b>CAO/Provost Team Interview Question Review</b>	<p>Team discussed a list of questions for Team to ask during their interview with the CAO/Provost candidates.</p> <ul style="list-style-type: none"> <li>Miriam Helms and Sarah Bright will join Team for the interviews as representatives of their areas, and the chairs of the screening committee (Ken Boning and Kim Harvey-Manus) will also be in attendance.</li> <li>Dena sent a list of potential questions to Team on February 14.</li> <li>Team highlighted the following topics to serve as questions for the candidates: vision/direction for the College, role of instruction, and ability to lead change.</li> </ul>
<b>DESE Civil Rights Review</b>	Chris is collecting documentation from Instruction, Student Services, and Buildings & Grounds for the Civil Rights Review Site Visit. The review focuses on special populations almost exclusively. This is the first time the College has been reviewed, as the process is new for DESE. Miriam is working on the schedule and timeline for the day (March 3).

	<p><b>ACTION:</b></p> <ol style="list-style-type: none"> <li>1. Chris requested all items to be uploaded to the shared drive by next Tuesday, February 25.</li> </ol>
<b>February Board Work Session</b>	<p>The work session will include a brief update on budget planning progress.</p> <ul style="list-style-type: none"> <li>• Team discussed narrowing down possible fee increases to submit for Board approval in March.</li> <li>• Hwy 30 property possibilities: Team will collaborate to develop the PowerPoint presentation including northwest corridor data, maps, and approximate costs for renovating an existing building or building new.</li> </ul> <p>Team will have a budget retreat on Wednesday, February 26 from 8:00 – 11:00 a.m.</p>
<b>LEA Firing Range</b>	<b>NO FURTHER DISCUSSION NEEDED</b>
<b>Complete College America Conference</b>	<b>FURTHER DISCUSSION NEEDED</b>
<b>Capital Improvements Prioritization (State Funding)</b>	<p>Rob Vescovo, Missouri State Representative, asked the College about capital improvement plans for next year.</p> <ul style="list-style-type: none"> <li>• Previous submissions and ideas: Pool replacement/refurbishment, Hwy 30 plans, solar power, Vet Tech expansion, safety (e.g., keyless locks, communications), Viking room/cafeteria renovations.</li> <li>• Vet Tech expansion has already been submitted for state funding.</li> <li>• Daryl is working to estimate costs for keyless locks.</li> <li>• A Perkins increase of 50% is expected and could be more \$300,000.</li> </ul> <p><b>ACTION:</b></p> <ol style="list-style-type: none"> <li>2. Daryl will refine spreadsheet of possible capital improvement projects to submit.</li> </ol>
<b>ATS Fire Science Program</b>	<p>John Isaacson is joining the Fire Science task force to work with the county on potential plans and options.</p> <p><b>FURTHER DISCUSSION NEEDED</b></p>
<b>Campus Communication Survey</b>	<b>FURTHER DISCUSSION NEEDED</b>
<b>Budget</b>	<p>The Business Office is updating the Tuition Reimbursement Request form. Due to the IRS audit, several lines of information have been added, as well as a line for which degree the courses are being credited toward.</p> <ul style="list-style-type: none"> <li>• Tasha and Chris gave some feedback on wording, including, “any request for advance must be accompanied by a promissory note.”</li> <li>• The new form will be presented to PLC, and Senate will be notified of the updates as well. The changes must be made due to IRS regulations.</li> </ul> <p><b>ACTION:</b></p> <ol style="list-style-type: none"> <li>3. Ray will discuss the new form with Joel Vanderheyden (Faculty Senate) and present at the next PLC.</li> </ol>
<b>Planning</b>	<p>Tenure recommendations will go to the Board in March, followed by Promotions in April.</p>
<b>Reports President</b>	<p><b>Ray</b></p> <ul style="list-style-type: none"> <li>• Increasing competition among community colleges calls for new marketing strategies.</li> </ul>

President-Elect	<ul style="list-style-type: none"> <li>Chris Herren will be doing a presentation on his film First Day regarding addiction.</li> </ul>
Chief Academic Officer	<b>Dena</b> – No report.
Dean of Instruction	<b>Allan</b> – No report.
Finance & Administration	<b>Chris</b> – No report.
Student Services	<b>Daryl</b> – No report.
Foundation	<b>Kim</b> – No report.
Marketing	<b>Karen</b> – No report.
Human Resources	<b>Roger</b> – No report.  <b>Tasha</b> – No report. <ul style="list-style-type: none"> <li>Tasha is planning to send an update email to employees regarding job descriptions. She is also working on budget numbers for the compensations study for the FY21 budget.</li> </ul>
<b>Adjournment</b>	<b>Time:</b> 11:19 a.m.
<b>Additional Documents</b>	Attached documents reviewed during this meeting: <ol style="list-style-type: none"> <li>Pool Task Force PowerPoint Presentation</li> </ol>

Respectfully submitted,  
Miriam Rougely  
Senior Administrative Assistant to the President-Elect and Instruction

# **POOL AREA TASK FORCE**

**Report and Recommendations**

**February 2020**



# TASK FORCE MEMBERSHIP

Sheree Bell

Dave Brading

Kim Garzia

John Linhorst (Co-Chair)

Debbie Maples

Laura McCloskey

Anthony Merseal

Kim Niehaus (Notes)

Dale Richardson (Co-Chair)

Marie Self

Kaleb Smith

Allan Wamsley

John Willett

Kenny Wilson



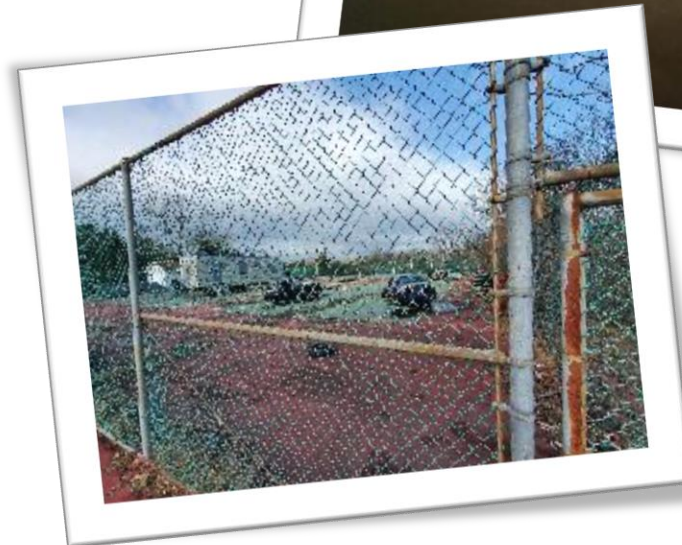
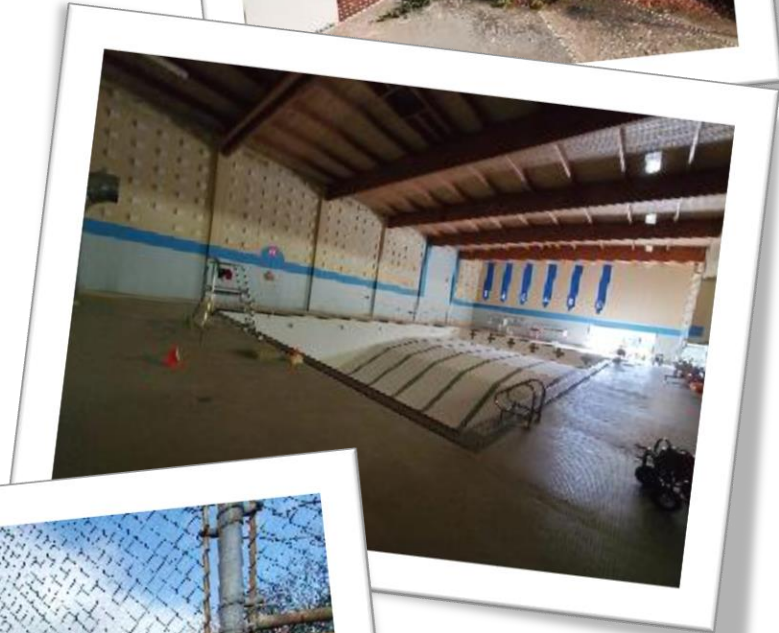
# THE PROCESS & TIMELINE

- December 4, 2019
  - Roundtable discussion
- December, 2019 – January, 2020
  - Google Groups forum
- January 27<sup>th</sup>, 2020
  - Draft circulated for feedback
- February 6, 2020
  - Report finalized and delivered to the Task Force and VP of Finance & Administration



# DISCUSSION AND CRITERIA

- Open Forum
  - Photography of the current state of the Pool area
  - Architectural drawings from the 1982 renovation
- Best Uses
- Renovation Ideas
- Larger Concerns for the Field House



# KNOWN AND UNKNOWN

- Building Age
  - 1969 - Original Field House construction
  - 1982 – Pool addition and renovation
- Under roof square footage is roughly 24,300 sq. ft.
- Pool Renovations Needed
  - Structural concerns led to pool's closure
  - \$500,000 – Make's the pool structurally sound for foot traffic on the pool deck areas





# KNOWN AND UNKNOWN

- **Renovation Unknowns**
  - Asbestos exists, but to what degree?
- **Code Requirements**
  - Renovations or changes to the pool may require Field House improvements
    - Issues that may not surface until new construction begins
- **Daylighting Spaces and Structural Requirements**
  - Additional structural work to open walls for a similar “look” as the Library



# DISCUSSION CATEGORIES

- Building Demolition
- Community Facing And/Or Small Gathering Space
- Athletics Program Expansion
  
- Costs of Reopening the Pool



# BUILDING DEMOLITION

- Do the Costs Outweigh the Benefits?
  - \$500,000 – cost to ready the building for “anything”
  - \$350,000 – cost of complete demolition
- Raze building in preparation for “something” in the future
  - Unknowns are unknowns
    - Asbestos, code challenges, and plumbing could drive a renovation higher than \$500,000
- Ground-up Renovation/a New Building as a Replacement
  - \$5.0 million for a single room-style meeting space
- Concerns about infrastructure issues in the main Field House
  - Utilize the “difference” in demolition costs in Field House expenditures
    - Gymnasium floors
    - Locker room renovations
- Building interior-only demolition
  - Frost windows, remove pool mechanicals and pool structure



# COMMUNITY FACING AND/OR SMALL GATHERING SPACE

- **Community Facing and Small Gathering Implications**
  - Excellent location for conference, reception, fair, small graduation/pinning ceremony space
  - Provides relief to the larger Field House Gymnasium often used for smaller events
- **Tennis Court Renovation**
  - Additional Field House parking with ADA accessibility to the gymnasium floor and pool level area
- **Concerns**
  - HVAC – Currently not heated or cooled to the same degree as the rest of the Field House
  - Bathroom facilities – Renovations would require sufficient facilities and plumbing upgrades
  - AV and Presentation Systems – PA, projection, audio, and other presentation systems



# COMMUNITY FACING AND/OR SMALL GATHERING SPACE

- Emergency Shelter Space
  - How could the Field House house large groups in an emergency situation?
  - FEMA Funding could help subsidize renovations
    - Recent K-12 construction - 45% of a \$2.8 million expenditure in new construction was FEMA subsidized
  - Building-level generator for backup power
  - Primary designation is as an emergency space
    - Can be “anything” else, but must be easily converted in time of crisis



# ATHLETICS PROGRAM EXPANSION

- Opening the Building for an Indoor/Outdoor Facility for Beach Volleyball
  - Gaining popularity with athletics programs, ([The Chronicle of Higher Education, 2018](#))
  - Offers revenue-generating opportunities for outside clubs and tournaments
- Renovate the Building to Support a Wrestling Program
  - Ideal square footage for tournaments and seating
- Athletics Practice Facility
  - Removes some stress from the rest of the Field House
  - Practice basketball/volleyball court
  - Indoor/dedicated facility for other sports
  - Daylighting the south-facing wall and generating a dedicated training facility
- Community-Facing Athletics Facility
  - Opposite of the Athletics Training Facility idea
  - House all public-facing athletics options in the pool area
  - Retain all other Field House space for Athletics programs



# COSTS OF REOPENING THE POOL

- **ESTIMATED RENOVATION COSTS**
- Pool and Deck Repairs
  - Pool Deck and Slab Repairs \$285,000
  - Pool Wall Repairs \$131,000
  - Total Cost \$426,000
- Mechanical Equipment Repairs and Upgrades \$150,000
  - Pool Room HVAC
  - Utility Management Controls
    - Exhaust fans and make up air handler
    - Controls and maintains temperatures and humidity levels
    - Pool water boiler replacement
  - Total Cost \$425,000
- General Aesthetic Renovations \$425,000
- **Total Estimated Renovation Costs \$1,000,000**



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