

Building Renovations Steering Committee Report

June 7, 2017

Present: Jane Wilson, Lamar Hicks (remote), Bob Miller, Diann Spencer (remote), Chuck Downing, Marilyn Carpenter, Bonnie Postlethwaite, Ruth Robarge.

Reorganization of Steering Committee

- Jane Wilson and Lamar Hicks will continue as co-chairs
- Marilyn Carpenter, Bonnie Postlethwaite and Tom Pistorius will join the Steering Committee
- Jane Gilbreath and Diane Cassity may join the Steering Committee or work on defined tasks
- Finance Task Force; Bob Miller, Diann Spencer and Chuck Downing will continue
- Communications; Ruth Robarge will continue, Chuck Downing may assist
- Ruth will send a report to the Board, and have it posted on the Steering Committee section of the website, as soon after a meeting of the Steering Committee as feasible, a Liaison from the Board while welcomed may not be necessary
- Administrator; newly identified position to track progress keeping track of contracts and being contact point for the architect, Bonnie Postlethwaite will take lead
- Design Task Force; new task force to follow-up with any additional design issues for renovation, coordinate with Facilities and the Resolution II/Conover update design exploration Task Force regarding finishes, style and color, Marilyn Carpenter, Bonnie Postlethwaite
- Chris Davis is willing to review and assist with bid process
- The Steering Committee will meet the 2nd and 4th Wednesday of each month, 6:30PM

Resolution

Moved by Bob Miller, To advise the Board of Trustees that up to \$2000 from the Capital Campaign funds may be used to fund the Resolution II exploratory task force. Seconded. Committee approved unanimously

Next Steps

Gastinger Walker will complete an internal review of the redesign June 13, and will send to Strabb for rebidding June 20.

Steering Committee will ask review the request before sent for rebidding, Jane will see check with Amy Eckhoff and decide if we can review via email or if an additional meeting is required.

The next meeting will be June 24 at 6:30PM.