

Facilities Subcommittee Meeting Minutes

March 18, 2025 | 12:00 - 1:00pm | DAdB 520

Approved: April 22, 2025

Attendees: Andy Blackwell, Adam Burke (Chair), Kristina D’Allaird, Katlyn Dexter, Chris Johnson, Nichole Lofald, Christine Lovejoy (Vice-Chair), Jonna Korpi, Lisa Norr, John Rashid, Cody Sheik, Kevin Kangas, Jason Ford as alternate for David Gore, Bryan Martinez acted in Anna Manchak’s stead

Excused: Lori Davis, Nicole Kangas

Adam called the meeting to order at 12:01pm

Approval of November’s Minutes:

Action: A motion was made by Chris J. (CW) to approve the minutes and seconded by Cody Sheik. The motion met with unanimous approval.

Visual Display Requests (ongoing discussion):

- Strategic Planning and Budget Meeting Feedback

The committee agrees that there’s a need for a permanent signage policy and signage committee. They suggest that we review, solidify and recommend a policy to use henceforth.

Decisions about current outstanding (digital) signage requests need to be put on hold until this is sorted out.

V.C. for Finance & Operations noted that the signage policy and signage committee needs to mimic the TC Campus.

- Open Comments and Discussion of Drafts - [Signage Policy](#) and [Signage Committee](#) (Similar to TC Campus)
- Next Steps - review drafts in agenda and add notes or suggestions (or bring them to the April meeting) - Katey F. will email links to the committee.

Christine L. and Adam B. will draft a signage policy and signage committee.

The TC Signage Committee is happy to assist with what they’ve learned.

New Business:

- Status of Lockers in General Corridors - addressed by John R. during FM presentation
- Pedestrian and Bike Safety on Campus

Member questioned if this applies to this committee as it seems a bigger issue than what the Facilities Subcommittee would oversee

Each Fall there is a neighborhood meeting for community members who live the perimeter of campus, and this year the topic of pedestrian safety came up - Adam B.

- The addition of speed bumps - C.W. noted that speed bumps may be beneficial especially between LSBE and KAML (facing faculty Gold Lot to St. Marie Street)
 - There was conversation about the effectiveness of the Speed Bumps outside of the Sports and Health Center by the Tennis Courts
- Addition of flashing lights at crosswalks - Members discussed that it's an option, likely costly.
- Accident Data from campus - Jonna K. noted that Laura Lott with EHS is aware of two accidents in the past 18 months. Broader campus discussion suggested.
- Upcoming Parking Review -

Future of Kirby Drive - more bike and pedestrian friendly based on the Campus Master Plan Document

Lisa N. stated that Transportation & Parking Services is looking into doing a transportation study soon. Also, the City of Duluth is rebuilding Junction Ave and St Marie Street in 2025 (hopefully this summer), which includes the width of sidewalks increasing to 8 feet.

FM Updates (John Rashid):

- Shane Peterson resigned - Eric Freberg is FM's solo Project Manager at this time.
- KSC Main Production Kitchen - issues with grease in the ducts is holding up work a bit
- SSB Freeze - preheat coil frosted up and air handler kicked out on a Friday evening, FM was not notified until Sunday. T.C. currently receives the alarms for Duluth, then notifies FM Staff. Member questioned why equipment alarms can't go directly to UMD - Rashid will report back about updates that may now allow for just that.
- FM is considering posting emergency phone numbers to report emergencies.
- Student Life (Residence) - updating GH M/N
- FM - emphasizing with staff, "What do visitors see?" Examples of well done spaces are KSC, Romano Gym, RSOP, HCAMS and The Grind.
- SPHC Proposed Project (entry spaces) - replace quarry tile, new paint job, more sound absorbing products - goal is to start this summer, complete by summer 2026.
- VKH - FM received a remodeling proposal from a student. There's lots of wasted space to clean out and use in a new way. Large, unused equipment is being removed, and floors are being replaced.
- Gender Neutral Bathrooms - FM has made a concerted effort to add them across campus

- Lockers between KAML and the Coffee Shop - most will be removed, hopefully this summer, and changed into a "Scholars Walk" (as suggested by our Chancellor). Ideas for what to replace lockers with in other areas of campus are welcome and needed.
- Posting Locations are a mess - Is there a better way? What is it?
- Express Store across from the coffee shop - prime real estate that's mostly used for the storage of books.
- Campus Improvement Program - an appointed FM staff member walks through all the spaces of every building, noting updating and maintenance needs (Christine L. has joined in a couple of times recently).
- Campus Directories - request that this committee come up with ideas/suggestions on how to redo the directories at various locations across campus
- April Meeting - will present work plan for coming year

Action: Meeting adjourned at 12:59 pm.

Next Facilities Subcommittee Meeting: Tuesday, April 22, 12:00-1:00 pm, HCAMS 124

Minutes submitted by: Katey Fornear