

Item #	<p>Buildings & Grounds Committee Meeting Minutes #15 December 8, 2009 Chinese Heritage Room 1:00 p.m. – 2:00 p.m.</p>
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* indicates attendance

Attendees:	Email	Phone
Mia Casey*	caseymia@fhda.edu	650-949-7408
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CC: President's Cabinet		

<p>Item# Description Responsible Complete</p>	<p>11/25/08 Campus Posting Guidelines have been submitted to the Roundtable. The document was not received favorably and we are awaiting comments.</p>	<p>B. Visas</p>	<p>11/17/09 This topic was the focus of today's meeting. We reviewed suggestions for revisions submitted by E. Ortiz and T. Davoren. A new draft will be distributed for comments to all of the B&G members, Academic and Classified Senates and the Admin Council and P. Hyland by November 20, 2009.</p> <p>12/8/09 The focus of today's meeting was</p>
			<p>again, the revision of the posting policy. The Committee reviewed revisions brought forward by D. Small and E. Ortiz. B. Visas will work with D. Small to incorporate the</p>

5.7.5a	<p>11/25/08 Campus Posting Guidelines have been submitted to the Roundtable. The document was not received favorably and we are awaiting comments.</p>	B. Visas	<p>11/17/09 This topic was the focus of today's meeting. We reviewed suggestions for revisions submitted by E. Ortiz and T. Davoren. A new draft will be distributed for comments to all of the B&G members, Academic and Classified Senates and the Admin Council and P. Hyland by November 20, 2009.</p> <p>12/8/09 The focus of today's meeting was</p>
			<p>again, the revision of the posting policy. The Committee reviewed revisions brought forward by D. Small and E. Ortiz. B. Visas will work with D. Small to incorporate the additions agreed to by the Committee and submit for review before the January</p>

<p>11.25.3 Measure C Site Improvement (Landscape) Project Update</p>	<p>Next month B. Visas will be building boards for both public and M. Casey has suggested having boards centrally located and them from buildings where to access them. A suggestion made for two locations, one B5000-5400 “concrete court and the other between the Library</p>		
<p>6.22.2 Discussion regarding the process for initiating a memorial plaque once the location has been determined.</p>	<p>B3400. If you have checked with the boards that you would like to be ordering their bronze plaques for memorial benches.</p> <p>2. \$500 Donation would include the cost of materials and the remainder could be given to the foundation under the persons name as a gift.</p> <p>3. A process and procedures will need to be developed at a later time by the B&G Committee.</p>	<p>B. Visas</p>	<p>12/8/09 After meeting with the landscape architects, they have suggested using the fountain by Appreciation Hall as a memorial site. This area is included in the budget; the other location above the Bamboo Garden is not.</p>
			<p>We could have memorial bricks and it is a very visible location that could really serve a “purpose”.</p>

11.17.1	<p>Next months topic will be bulletin boards for both public and AFSC use. M. Casey has suggested having boards centrally located and removing them from buildings where it is unsafe to access them. A suggestion was made for two locations, one in the B5000-5400 “concrete courtyard area” and the other between the Library and B3400. If you have seen bulletin boards that you would like the Committee to review, please submit to B. Visas prior to December 4, 2009.</p>	All	<p>12/8/09 Please bring any photographs or ideas for “bulletin boards” or kiosks to the next meeting for discussion.</p>
<p>11.17.3 Next Meeting: January 21, 2009: 1:00-2:00 Presidents Conference Room, Room 1901.</p>	Information		