

HUMBOLDT STATE UNIVERSITY

Facilities Management

DATE: December 7, 2015

TO: Steve St. Onge, Tallchief Comet, Rock Braithwaite, Jan Henry, Michael Burghart, Tony Silvaggio, Volga Koval, Dan Collen, Nicholas Rothlein, Dave Nakamura

FROM: Traci Ferdolage

CC: Margaret Griggs, Tawny Fleming

RE: Summary of November 9, 2015 Meeting

Following, you will find a summary of discussion which occurred at our meeting on November 9, 2015:

Attendees

Members: Volga Koval, Tallchief Comet, Dan Collen, Dave Nakamura, Michael Burghart, Rock Braithwaite, Tony Silvaggio, Nicholas Rothlein, Traci Ferdolage

Staff: Margaret Griggs, Tawny Fleming

AGENDA

1. Welcome

- Traci Ferdolage welcomed everyone to the meeting.

2. Review of Meeting Notes

- Meeting notes were approved as issued.

3. Potential Football Playoff Game

- The group reviewed and discussed the potential dates for a playoff game and also how to accommodate NCAA requirements associated with provision of locker room space. Overall, the group supported use of the general locker rooms for the event. Athletics will work with Kinesiology & Recreation Administration as well as Facilities Management to coordinate details. Protection of the KA Building floor from cleats will be a major focus. Dan noted the tailgate areas will be the same as for home football games.

4. Use of Drones at Campus Fields

- Mike presented information to the group regarding the use of drones on campus as well as current policy and FAA requirements. He noted that hobbyist use is not allowed but use for research is; must go through a process to receive permission to use a drone.

5. Discuss Indoor Facility Scheduling Guidelines

- Traci noted a number of scheduling conflicts associated with indoor facilities have come to light this semester; she reminded the group of previous discussion regarding the establishment of indoor facility scheduling guidelines similar to those the group has

established for outdoor facilities. Rock asked if evaluation could be undertaken with regard to the need for additional space and/or how current use is associated with CSU space guidelines. Traci indicated such an evaluation could take place and be presented at the next meeting. Overall, the group acknowledged there were scheduling challenges but did not believe there was a need for guidelines at this time.

6. Update: Rules Posting at Fields

- Traci and TC provided the group with an update; design is currently underway with the intent of completing this effort sometime in the spring.

7. Other Topics: Lacrosse Game Schedules & Use of College Creek Field Scoreboard

- Tony indicated the lacrosse game schedule has been set; Margaret is working to develop game/practice schedules for all fields and will try to work out any conflicts directly. If there are challenges resolving conflicts, it will come forward to the group for decision. Traci will schedule a meeting in late January to review/discuss.
- Club Sports indicated an interest in using the scoreboard at the College Creek Field. Athletics noted they were responsible for and had purchased all scoreboard equipment; if Club Sports purchased their own controller, Athletics would not be opposed to use of the scoreboard provided Club Sports paid a small fee associated with use each time. Dan indicated this fee would go towards paying for the maintenance and repair of scoreboard equipment (i.e., light replacement, etc.). Nick indicated this seemed to be a reasonable solution. Dan will review with his staff to determine what the annual costs are for operation and maintenance of the scoreboard; the fee will be set based on such. Dan will also work with Jan to provide information on the controller board to be purchased and how the use of the scoreboard would work between the organizations.