

# Operations Committee

## Agenda

August 3, 2021

5:00 - 6:00pm

The Forum, Mt. Blue Campus

Members: Carol Coles, Doug Dunlap, Scott Erb, Cherieann Harrison, Josh Robbins

Staff: Chris Elkington, Laura Columbia, Bill Greenlaw, Melissa Williams

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1. Call meeting to order
2. Elect Committee Chair
3. Review approved minutes from last meeting
4. Schedule Building Visits by committee
  - a. Where?
  - b. When?
5. Review Procedures/Policy for Building Projects
  - a. Policy FB
  - b. Policy DJ
6. FTC Building Project Update - M. Williams & Greenlaw
  - a. Funding
  - b. Work completed by whom and when?
  - c. Space needs alleviated by this project and changes?
7. Central Office Location - Elkington
  - a. Current MBC space needs
  - b. Concerns regarding present location of the central office
    - i. Accessibility to the public
    - ii. Safety concerns bringing visitors into MBC
  - c. Can we look at alternatives:
    - i. Leased space (ESSER 3)
    - ii. Purchase (ESSER 3)
    - iii. Combination planning w/FTC future space needs (ESSER 3)?
      1. 9-12
      2. 6-8
    - iv. Next steps?
      1. Continue discussions & Planning or not for this year?
      2. Bring back ideas & info next mtg.?
8. 10 Year Building & Grounds Plan - Elkington
  - a. Needs to be created

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- b. Completed by March 2022
  - c. Includes:
    - i. Wear & Tear
    - ii. Upgrades
    - iii. Storage
    - iv. Fields
    - v. Law
    - vi. Other?
9. Strategic Planning
- a. Key Concepts for review?
  - b. OC Member representation?
    - i. Need one permanent member
  - c. Other?
10. Developing Leaders from within - Elkington
- a. Hard to hire and find staff, especially "leads"
  - b. Need to look at differing structures and training options
  - c. Draft structure adjustments for next meeting
11. Future Agenda Items