



FLCC FACILITIES MASTER PLAN COMMITTEE

Time: 3:00 PM

Location: WebEx &

3325 Marvin Sands Dr., Carpenter Board Room, Canandaigua, NY 14424

Monday, January 30, 2023

Members Present

- David Baker, Chair (Chairman OC Ways & Means Committee)
- Dr. Robert Nye, President, FLCC
- Cathy Ahern, Dir. Facilities & Grounds, FLCC
- Tom Harvey, Planning Dir. Ontario County
- Chris DeBolt, Ontario County Administrator
- Joan Geise, Chair, FLCC Board of Trustees
- Geoff Astles, Member, FLCC Board of Trustees
- David Phillips, Supervisor, Town of Manchester (OC Public Works Committee) *via WebEx*
- Debora Ortloff, VP of Strategic Initiatives & Assessments
- Sarah Moon, Director, FLCC Library, Pres. of Professional Association
- Milton Johnson, Professor, Communications/Theatre, *via WebEx*

Others Present

- Ken Motsenbocker, Interim Vice Pres. of Admin & Finance, FLCC
- Jerry DeRomanis, Proj. Mngr., LaBella Associates
- Kyle Hatch, Planner, LaBella Associates
- Chris Tuttle, CMAC Events *via WebEx*
- Alissa Bub, Ontario County Deputy County Administrator
- Julie Barry, Sr. Planner, Ontario County
- Kristin Mueller, Clerk to the BOS

Chair Baker called the meeting to order at 3:03 pm

Ms. Ortloff made a motion to approve the minutes from the December 19, 2022 meeting. Mr. Phillips seconded the motion. The motion carried.

Mr. Harvey proposed changing the following meeting dates due to them conflicting with holidays and Ontario County Committee meeting dates. Committee agreed to change the meeting dates to the proposed dates.

Original Date	Proposed New Date
Monday February 20, 2023	Tuesday February 21, 2023
Monday May 22, 2023	Monday May 15, 2023
Monday June 19, 2023	Tuesday June 20, 2023

Mr. Jerry DeRomanis started by going over where they are on the project schedule. He then presented a PowerPoint describing the first impressions of each facility that they have completed a walk-through of. Trustee Astles asked if they will be doing a space utilization study of all the campus centers and not just the main one? Mr. DeRomanis let the committee know that they will be performing a space utilization study for each building.

Mr. Kyle Hatch then continued the PowerPoint presentation talking about the demographic analysis that they completed. The analysis includes the trends and projects of the core and extended core service areas of the college, the summary of relevant regional plans and initiatives, and preliminary key findings on economy, workforce, societal trends. They will continue to break down more of the information once they get the FLCC enrollment data and focus group data.

Mr. DeRomanis and Ms. Ortloff talked about the focus group discussion format that they have come up with. The focus groups and stakeholders meeting will be held on two days tentatively scheduled for February 8th and 9th.

The focus groups are planned to meet for 45 minutes. It is planned to have over a hundred people involved in these focus group discussions.

Next meeting date and time will be Monday, February 21, 2022, at 3:00 PM

At 4:10 pm, Mr. Harvey motioned to adjourn the meeting, seconded by Mr. DeBolt. The motion carried.

Respectfully submitted. Kristin A. Mueller, Clerk