In attendance: Laura Barbuto, John Berry, Katie Blockidge, Brian Boehmer, Patrick Courtney, R. J. Dannemiller, Norm Holmes, Adrian Rodgers, David Wirt & Connie Zang

- Connie Zang called the meeting to order at 2:01pm.
- After a review of the meeting minutes from Wednesday, October 10, David Wirt motioned and Patrick Courtney seconded the motion to approve them. The members all agreed and so, Connie approved them as written.
- Since this meeting was the first for two new committee members Laura Barbuto and Patrick Courtney, everyone briefly introduced themselves.
- Connie opened the discussion for old business. Brian Boehmer shared that all interior signage in buildings on campus will be reassigned before the start of Spring Semester. He stated that most changes will take place in Hopewell Hall South. In addition, he stated that Country Club Drive is open and operable with anticipation of its finalization in the Spring.
- As for new business, Brian Boehmer mentioned that the elevator in Coshocton Campus’ Montgomery Hall is being retrofitted and that signage will be posted appropriately. He also mentioned that the Founders Hall deck will be replaced after Spring Semester; he stated that it is anticipated that the process will be very disruptive to staff and students in that area. He also informed everyone that the new Facilities Operation Building is pending approval in the Spring; it will be its own free-standing facility.
- John Berry disclosed that the first ever Campus Health Clinic is pending approval for construction. If approved, it is anticipated that it would be operable within the next two years. Its health-related services would be open to all OSU and COTC students, faculty and staff.
- Norm Holmes stated that campus restrooms will be temporarily closed during the holiday break for extensive cleaning.
- Connie inquired of Brian about the accessibility of Hopewell Hall’s newly installed restroom door closers (the old doors were not up to code and did not provide enough pressure to adequately open them) for wheel chair users. He stated that motorized door operators are forthcoming budget permitting.
- A brief discussion about the next meeting date and time concluded with Connie’s promise to follow up with an email message upon review of members’ scheduling availability; it will be sometime in February.
- Since there were no additional items to discuss, Connie motioned to adjourn the meeting. She adjourned the meeting at 2:58pm after first and second motions by John Berry and David Wirt, respectively.