

**Lake Land College  
Buildings and Site Committee  
December 8, 2022**

***Minutes***

The Buildings and Site Committee of the Board of Trustees met on December 8, 2022, in room 011 of the Board and Administration Center, Mattoon. Committee Chair Curtis called the meeting to order at 8:00 a.m.

Trustee Committee Members Physically Present:

Mr. Kevin Curtis, Committee Chair  
Mr. Dave Storm  
Mr. Mike Sullivan, Ex-Officio

Trustee Committee Members Participating via Audio or Video Means:

None

Trustee Committee Members Absent or Not Participating by Any Means:

Mr. Tom Wright

Other Trustee Participants:

Ms. Doris Reynolds (arrived at 8:05 a.m.)

Other Meeting Participants Physically Present:

Dr. Josh Bullock, President  
Ms. Jean Anne Highland, Chief of Staff  
Mr. Greg Nuxoll, Vice President for Business Services  
Ms. Valerie Lynch, Vice President for Student Services  
Mr. Scott Rawlings, Director of Physical Plant  
Ms. Seirra Laughhunn, Executive Assistant to the President's Office

**Hearing of Citizens, Faculty and Staff.**

There were no public comments.

**Approval of Minutes of September 8, 2022 Meeting.**

Trustee Storm moved and Trustee Sullivan seconded to approve the minutes of the September 8, 2022, Buildings and Site meeting.

There was no further discussion.

Roll Call:

Yes: Trustees Curtis, Storm, and Sullivan. No: None.

Absent: Wright.

Motion carried.

### **Campus Master Plan Update.**

President Bullock and Mr. Greg Nuxoll, Vice President for Business Services, presented on an updated College Facilities Master Plan and they highlighted various components of the updated plan. Dr. Bullock said this plan has been updated in coordination with Bailey Edward, the College's architect of record, and that an updated Facilities Campus Master Plan is due for submission to ICCB every five years. He said the College last submitted a plan to ICCB in 2017, and thus per ICCB's request we must submit this to ICCB by the end of calendar year 2022. However, he noted that work with Bailey Edward continues, especially for building needs related to effective learning spaces. Trustees learned staff with Bailey Edward are continuing to meet with employees in Academic Services, Student Services and the administration to expand upon the plan. Dr. Bullock said that once that work is complete the administration will submit an amended plan to the Board and ICCB in the spring of 2023.

To develop the updated plan to date, Mr. Nuxoll said Bailey Edward's representatives have been on campus in recent months inspecting all buildings with the assistance of Mr. Scott Rawlings, Director of Physical Plant, and Ms. Kimberly Wellbaum, Facilities Coordinator to Physical Plant Operations. Mr. Nuxoll highlighted an extensive College Facility Condition Assessment Report provided by Bailey Edward, with details for all 19 buildings on the College's main campus. This report includes calculations for a current replacement value (CRV) and deferred maintenance backlog (DMB) for each building. Trustees reviewed details of the assessment report, which is included in the updated Campus Facilities Master Plan as Appendix A. Trustees learned the overall CRV for all 19 buildings is \$182,919,757 and the annual cost to maintain DMB is \$5,487,592, or 3% of the overall CRV. Mr. Nuxoll noted that is much more than the College has spent in recent years for facility maintenance on an annual basis. He highlighted the recommendations from Bailey Edward that the College become more proactive in facility maintenance and devote increased spending to do so. He also noted that about 48% of deferred maintenance expenses including the West Building, the Virgil Judge Learning Resource Center (Library) and the Northwest Building. Dr. Bullock noted that about 20% of the DMB is for roof replacements and HVAC updates. Committee Chair Curtis commented that a key takeaway from his perspective is that the College should prioritize ensuring the exterior of buildings is maintained to ensure buildings remain dry.

Mr. Nuxoll also noted that the updated Campus Facilities Master Plan includes the Landscaping Master Plan presented to the Board earlier this year. This is included in the Campus Facilities Master Plan as Appendix B.

Trustee Sullivan moved and Trustee Storm seconded to recommend to the Board of Trustees approval of the FY 2023 Campus Facilities Master Plan for submission to ICCB.

There was no further discussion.

Roll Call:

Yes: Trustees Curtis, Storm, and Sullivan. No: None.

Absent: Wright.

Motion carried.

**Other Business.**

There was no additional discussion.

**Adjournment.**

Trustee Storm moved and Trustee Sullivan seconded to adjourn the meeting at 8:33 a.m.

Motion carried by unanimous voice vote.

Approved by:

/s/Kevin L. Curtis  
Committee Chair/Committee Secretary