

Facilities Committee Annual Report FY 2012

The Facilities Committee works on projects that are related to the physical use of the Reuter Center. These projects help to maintain as well as improve the building and grounds.

The projects worked on by the committee members in FY 2012 are summarized below.

- Determine a way to better control the temperature and light in the Atrium. The project will evaluate potential solutions and provide a recommended solution to Catherine. The solution is expected to lower energy consumption and associated costs for the Reuter Center which is a goal of the UNCA Facilities Dept.
- The Committee worked with the UNCA Facilities Dept to evaluate potential solutions as well as to get a better understanding of energy consumption in the Reuter Center. Of the potential solutions, transparent solar shades would best meet the needs of the project. A budget was obtained to install solar shades in the Atrium and it is expected that funds for the project could be available in (2) to (3) years. As timing for the funding becomes clearer, detailed design and specification work would need to be completed, and formal quotes would be obtained for the final approval process.
- Safety procedures for the Center need to be updated and communicated to members. Leanna, in working with the UNCA Safety Office, updated Safety Procedures for the Reuter Center. Staff is on board with implementing these procedures as the need arises. The procedures are on the Center's web site and Instructors will be trained prior to the start of each term.
- Assist UNCA Landscape Department to prune plants and generally maintain plant beds around the Reuter Center. A volunteer group was formed and works with the UNCA Landscaping Dept to help maintain the Reuter Center plant beds. This is an on-going project.
- Work with Sally Mundt's Art Acquisitions Committee to recommend art work for the Center. In addition, improve the display for Artists and Writers Quarterly winners. Sally updated the Committee about plans for art work in the Reuter Center. Sally submitted a description and quote for a new piece of art work for FY 2013. When considering all potential expenditures for FY 2013, new art work was not funded. As such, work will proceed as funds are available in the future. Options to display A&WQ were discussed and an improved display for the winning selections is in place.
- Better signage in the Reuter Center. A number of options were explored to improve the signage within the Center. The selected options are currently on order.
- Establish metrics to evaluate Reuter Center operation and use. Catherine and Leanna came up with a series of metrics that would provide useful information to help operate the Center. The most efficient and effective way to obtain and report this information is being developed.
- Evaluate equipment/ furniture within Reuter Center, typically at budgeting time. Make recommendations for repair/ replacement. A walk through of the Center was completed which determined that very few items need replacing in the coming year. This will be an ongoing yearly process.
- Energy Conservation measures for the Reuter Center. Members of the Committee met with the UNCA Facilities person who operates the heating and cooling equipment on campus from a central control system. He explained how the equipment is controlled to obtain energy efficiency. From the discussion it became apparent that with better information about the Center's occupancy times and what rooms are in use, the Control System can be reprogrammed to reduce energy consumption in the Center. A detailed occupancy schedule was forwarded.

Committee Members: Nelson Sobel, Chair, Jim Erickson, Catherine Frank, Bob Mellor, Leanna Preston, Fred Smith, Lil Spurlin