



Northland Community & Technical College TRF Campus Management Team Meeting

May 8th, 2007
9:00 am.
Room 545

MINUTES

Attendees: Jeff Thomas, Dennis Bendickson, Clinton Castle, Stacey Hron, Jerry Schulte, Rocky Ammerman, Dean Dalen, Julie Olson, Cynthia Jorstad, Kirsten Melby and Lori Johnson, recorder.

Topic	Discussion/Outcome
Call to order	Dennis Bendickson called meeting to order at 9:05 am.
1. Update on Roseau Site	Ron wasn't able to make it to meeting. Update on Roseau site will be given at next meeting.
2. Theater Lobby Update	<p>Stacey and Clinton gave an update on Theater Lobby project.</p> <ul style="list-style-type: none">• Furniture for each seating grouping estimated at \$2,000-\$3,000.• Lighting estimated at \$1,500.• Carpeting estimate (including installation) at \$10,000.• Pillar makeover – uncertain until present column can be dismantled to see what needs to be done.• Sign estimate - \$2,500-\$5,000. <p>It was decided to complete the pillar makeover, install carpeting and to begin on the lighting if budget allowed.</p>

3. Proposed Meeting Schedule	<p>A proposed meeting schedule for 2007-2008 was reviewed and approved as a tentative schedule. Jeff also proposed to have committee meet once a month during the summer. Following is tentative meeting schedule. All meetings are scheduled for 9:00 am in room 545.</p> <table> <tr> <td><u>Summer</u></td><td><u>2007-2008</u></td></tr> <tr> <td>June 12th</td><td>September 11th</td></tr> <tr> <td>July 10th</td><td>September 25th</td></tr> <tr> <td>August 14th</td><td>October 9th</td></tr> <tr> <td></td><td>October 23rd</td></tr> <tr> <td></td><td>November 13th</td></tr> <tr> <td></td><td>November 27th</td></tr> <tr> <td></td><td>December 11th</td></tr> <tr> <td></td><td>January 15th</td></tr> <tr> <td></td><td>January 29th</td></tr> <tr> <td></td><td>February 12th</td></tr> <tr> <td></td><td>February 26th</td></tr> <tr> <td></td><td>March 25th</td></tr> <tr> <td></td><td>April 8th</td></tr> <tr> <td></td><td>April 22nd</td></tr> <tr> <td></td><td>May 6th</td></tr> </table>	<u>Summer</u>	<u>2007-2008</u>	June 12 th	September 11 th	July 10 th	September 25 th	August 14 th	October 9 th		October 23 rd		November 13 th		November 27 th		December 11 th		January 15 th		January 29 th		February 12 th		February 26 th		March 25 th		April 8 th		April 22 nd		May 6 th
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4. Food Service Packaging Products	Cynthia suggested checking with Taher about changing from styrofoam and plastic to paper packaging material for their food service.																																
5. Credit Card Usage	Jerry indicated that there will be no more credit card usage for remainder of the year without supervisor approval. There should be no credit card usage between June 25 th and July 8 th .																																
6. Upcoming Events	Julie reminded of the open house scheduled for the new nursing facility in Manhomen scheduled for tomorrow, May 9 th from 11:00 am – 2:00 pm. Also, the Service Awards Luncheon potluck lunch is scheduled for next Tuesday, May 15 th , at 11:30 am in the Commons.																																
7. Next Meeting Agenda for next Meeting	<p>The next meeting will be held on June 12th at 9:00 am in room 545.</p> <p>Update on Roseau site.</p>																																
Adjourned	Meeting was adjourned at 9:40 am.																																

