

# Facilities Liaisons Agenda



Meeting Date: **September 24, 2018**  
 Meeting Time: **12:00PM – 1:00PM**  
 Purpose: **Information Sharing**  
 Membership: **Facilities Liaisons Group**  
 Meeting Facilitator: **Morgan Phillips**  
 Location: **HLC 101**

Item	Who/How	Outcome
<b>Area Updates</b>	All / 30 min.	Facility issues and questions.
<b>Notes:</b>		
<b>Building Coordinator Supplies</b>	V. Vandenburg/ 10 min	Update; anything needed
<b>Notes:</b>		
<b>Employee Update</b>	V. Vandenburg/J. Jones/5 min.	Information sharing.
<b>Notes:</b>		
<b>Project Updates</b>	J. Jones/5 min	Information Sharing
<b>Notes:</b>		