

First Facilities & Services Meeting

Council: Facilities & Services Council

Agenda: Introduction Meeting

Date:

Location:



I. Welcome! Introductions - Tell us about yourself.

- a. Name, Position, Preferred Pronoun and favorite hobby (and why)

II. Charge and Charter

- a. Review Charge and Charter
- b. Timeline for the year

(Document)

- i. Fall - Informational, Winter - Action, Spring - TBD

III. General Repair & Replacement

- a. See Reserve Policy

IV. Facilities & Services Requests

- a. Review Proposal Template
- b. Process Timeline

V. Expectations

- a. How should we conduct business?
 - i. Strict Parliamentary Procedure
 - ii. Conversational
- b. Timeliness and Calendar management. Let me know when you cannot attend meetings.

VI. Committee Process Timeline

(Document)

VII. Office Update

- a. Each person share a general update from their office.

VIII. Next Time - Reports from FCS areas

IX. Adjourn