

**Selected Items From The Directors' Meeting**  
**Administrative Affairs**  
**May 9, 2011**

**(422)**

**Attending:** Burt Nordstrom, Dave Bugbee, Carol Terry, Tim Moxon, Tammy Curtis, Thomas Dewey, Traci Ferdolage, Gary Krietsch

**Recorder:** Melanie LaPorte

- Burt discussed graduation preparation and logistics with the Directors. He asked that the Directors be prepared to discuss synergy at the next meeting. He also mentioned the President would like to attend one of our Directors Meetings this summer.
- Carol mentioned her area is beginning year-end processing.
- Tom Dewey provided updates on the: 1) JackPass Business Schedule; 2) Emergency Dispatch Equipment 3) ZipCar Grant Funding Possibility; and 4) UPD Offices Refresh.
- Traci is working on the: 1) Bid Reviews; 2) Redwood Bowl Turf Replacement; 3) Schatz Energy Research Center (SERC) Project; 4) UPD Refresh; 5) Emergency Dispatch Center; 6) Upper Playing Field; and 7) Old Weight Room Refresh.
- Tammy mentioned several searches are nearing completion. She also reminded the Directors of the Common HR System Project and that MPP/Staff Evaluations need to be completed.
- Tim said his area has been busy with graduation preparation.
- Burt asked for updates on the following projects:
  - Business Continuity Plan
  - Dock
  - Kiosk & Map Updates
  - MOU with City of Arcata
  - Parking Permit Machines
  - Smoking Structures
- The next Directors Meeting will be June 6<sup>th</sup>.

BN:ml  
5/23/11