

**Selected Items From The Directors' Meeting
Administrative Affairs
June 30, 2008**

Attending: Carl Coffey, Melinda Haynes Swank, Gary Krietsch, Melanie Miller, Sharon Millman, Tim Moxon, Carol Terry

Recorder: Betty Newman

- Carl Coffey announced that the Vice Presidents have a retreat with the President on Wednesday. They have been asked to come up with a plan on how to prioritize their area and services. Carl asked the Directors to provide ideas for prioritization by noon Tuesday, as well as five objectives their areas plan to achieve for the next year.
- Gary Krietsch stated that: 1) escrow on the Mill Street property is supposed to close tomorrow; 2) the Five-Year Capital Outlay Program is coming up again.
- Melinda Haynes Swank talked about: 1) the Student Implementation; 2) and the hardware order.
- Sharon Millman reported on the: 1) bid package for the Housing Project; 2) Schatz Design Build Process and walked everyone through the proposal; 3) move into Harry Griffith Hall in late July.
- Tim Moxon updated everyone on the following projects: 1) PE Building; 2) Nelson Hall; 3) Harry Griffith Hall; 4) Library New Computer Lab and Food Friendly Café; 5) Gist Hall Nursing Lab.
- Carol Terry mentioned that today is the last day of the Fiscal Year.