TOWN OF GREENVILLE
FACILITIES COMMITTEE
REGULAR MEETING MINUTES

DATE: July 27th, 2016
TIME: 5:30 p.m.
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda
1. CALL TO ORDER
   Chairman Andy Peters called the meeting to order at 5:30 p.m.
   MEMBERS PRESENT: Andy Peters, Dean Culbertson, Eric Kitowski (came late), Tim Lambie, Greg Kippenhan. OTHERS PRESENT: Jack Anderson, Dave Tebo, Mark Strobel.
2. POSTING OF AGENDA/APPROVAL OF AGENDA
   The agenda has been properly posted. Motion by Dean Culbertson, seconded by Greg Kippenhan to approve the agenda. Motion carried 4-0.
3. NEW BUSINESS
   a. The Committee reviewed question by question the updated survey document and made changes where necessary. Upon completion the Committee asked Jack Anderson to send out the revised questions to all members not present to get their final input and approval.
   b. Andy Peters suggested a sub-committee of himself, Patrick Wetzel, Barb Rohr, Dave Tebo would meet upon finalizing the document to discuss the best printing and mailing options for the survey.
   c. The Committee discussed but did not finalize a timeline for printing, mailing and compilation pending the discussion of Andy's subcommittee.
   d. Based on the progress towards a final survey document the Committee did not think it was necessary to schedule another full group meeting but suggested that small work groups be formed to take on necessary tasks at hand. For example it was discussed that a small group made up of Barb Rohr, Amy Vosters and Brad Borgen who had expressed interest in web site information development could begin to review how best to display information on the Town web site for citizens who might have questions after receiving a survey.
   e. Andy recommended that the next agenda should include a topic on short-term facilities timelines based on critical needs for employee work space.
4. ADJOURNMENT
   Motion by Greg Kippenhan, seconded by Dean Culbertson to adjourn. Motion carried .
   Meeting adjourned at 7:00 p.m.