MARYLAND COMMUNITY COLLEGE
FACILITIES PLANNERS COUNCIL MEETING
FPC Web Site – www.montgomerycollege.edu/departments/fpc

DATE: September 28, 2018
HOST: Hagerstown Community College

LOCATION and CAMPUS MAP:
The meeting will be held at the: Hagerstown Community College

Hagerstown Community College
11400 Robinwood Drive
Hagerstown, MD  21742

Meet in: Robinwood Center, Conference Room 115
Park in: Eu Lot Student Parking

Directions: http://www.hagerstowncc.edu/about-hcc/our-locations/hcc-main-campus/map


PARKING: Parking is open. Please use Parking Lot C or Eu and print your parking pass that is part of this email.

TIME: 8:30 a.m. – 2:00 p.m. – Call To Order moved to 9:15am

RSVP: Please respond ASAP to Dawn Baker dmbaker@hagerstowncc.edu to have an accurate headcount for their planning of space and food.

CLOSINGS: In case of inclement weather, closure or delayed opening messages can be found on the College’s website http://www.hagerstowncc.edu/about-hcc/campus-police/college-closings

AGENDA: Set cell phone to VIBRATE. No formal break is scheduled until lunch. Please quietly excuse yourself as needed.
1. 8:30 a.m. – Continental Breakfast

2. 9:15 a.m. – Call to Order/Attendance and Introductions

3. 9:30 a.m. – Officer Reports
   - Chair – Jamie Karn, and voting for new Chair
   - Vice Chair – Jamie Karn
   - Secretary – Kerry Norberg
   - Treasurer – Travis Hopkins

4. 9:45 a.m. – Agency Reports
   - DBM – Phillip Fleischer
   - DGS – Clarence Felder
   - MHEC – Cynthia Tims
   - MACC – Brad Phillips

5. 10:00 a.m. - Old Business
   - Update and discussion on FY19 goals
     - Goal #1: Continuing Education Extended Study – Jamie Karn heading up.
     - Goal #1: Best Practices – Kathy Meagher heading up.
     - Goal #3: Promotion of CC – State Website Links – Shelly Bilello heading up with Travis Hopkins
     - Goal #4: Agency Information – A volunteer is needed to lead this goal. Cynthia Tims to coordinate with the State agencies.
     - Goal #5: FPC Website Update - Kristina Schramm to give an update
   - Best practices schedule for FY19
   - Presenters for FY19

6. 11:00 a.m. – New Business
   - Other new business items

7. 12:00 p.m. – Lunch

8. 12:45 p.m. – Best Practices continued (if needed)

9. 2:00 p.m. – Adjourn

**UPCOMING MEETINGS:**

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<td>Friday, December 07, 2018</td>
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<td>Friday, January 25, 2019</td>
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<td>Friday, February 22, 2019</td>
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HCC Parking Permit

Facilities Department

Facilities Planning Council Meeting with

HCC Facilities Department

9/28/18