1. Introductions
   a. Brye motioned to approve the minutes.
      i. Tyler seconded the motion.
      ii. It was approved unanimously.

2. Controlled Maintenance Presentation – Sandy Sheahan, Associate Director of Operations, Facilities Management
   a. Sandy Sheahan, Associate Director of Operations, Facilities Management presented on the importance of re-investing in existing facilities.
   b. Many buildings have different items that need repairing such as HVAC units, roofs, plumbing systems, etc.
   c. The controlled maintenance projects list is a list of repairs organized by priority. Health, life, safety items are highest priority.
   d. One strategy to fund deferred maintenance is implementing new technology into maintenance to control future costs.
      i. Another option discussed was 2% of donor funds for a new building will be stored in a separate account that generates interest and creates a deferred maintenance fund.
3. Memo to Deans, Directors, Department Heads
   a. Becca discussed the reason for the memo and gave the board the time to read the letter and raise objections and considerations before Tristan sent it.
   b. Grace suggested the letter encourage students to contact their representative on the board to help with the proposal process.
   c. Simon suggested UFFAB consider the donor strategy for controlled/deferred maintenance mentioned above as a model when funding future projects.
   d. Anthony motioned to adjourn.
      i. Jacob seconded that motion.
   e. Meeting adjourned.