**Meeting Minutes**

Virginia Museum of Natural History BOT Facilities Committee

September 15, 2021

Danville Family YMCA, 215 Riverside Drive, Danville, VA

Attendance: Nathan Sanford, Jennifer Burnett, Cord Cothren, Tom Benzing (via Zoom), Joe Keiper, Ryan Barber, and Jonathan Martin

1. Welcome and remarks – Tom Benzing, Chair

Tom Benzing:

* Began meeting by walking through current VMNH facilities, including the Starling Ave. building, ESCO project, and Waynesboro branch campus facility.
* He reminded that museum staff sent a summary of the Capital Project, and encouraged the Board members to review it.

Jonathan Martin provided an overview of the Capital Project Report:

1. Genus S. Adams Education Pavilion:
	* Progress is moving on the project. A year ago, bids three times the amount of the cost of the project were received. Staff worked with the Department of General Services to ensure the project will meet the budget needs, and the Department of General Services is now reviewing the ninth version of drawings. Hired a third party crew to test the concrete structure, steel, etc. to prepare for construction.
2. ESCO Project: Scope of project is near complete.
	* The solar panels on the roof are nearly compete, and will be energized next weekend. Wires are in place, and just waiting on the City of Martinsville’s approval.
	* Joe Keiper reminded that the museum will hold an event to celebrate completing the ESCO project, with a focus on solar panels. A date for the event is to be determined.
3. VMNH-Waynesboro:
	* Many updates since last meeting, including that VMNH has signed a contract with Glave and Holmes, with VernerJohnson serving at the museum designer. Riggs Ward will handle the exhibits.
	* Team has completed state projects before, with offices in Richmond, which will increase the ease of working with the Department of General Services.
	* Two day kick off meeting was a success, and VMNH is reviewing the summary document now. The community is 100% behind the project. There are many opportunities for field trips and more.
		+ Tom Benzing reported about his participation, including a great turn out at the evening reception. He also participated in several of the design team meetings, and challenged the team to include important science stories into the architecture.
		+ Joe Keiper reported on his review of the meeting notes, and is excited about the progress. He will reach out to all participants, and ensure they have the notes for the meetings that they participated in. This meeting served as a kick-off, not a nuts and bolts discussion.
		+ Tom Benzing asked what can be shared from the design team with the Board in November, and Joe Keiper hopes to share a new hard cost estimate (for what VMNH will submit to the General Assembly). He is not sure how far the architect will be into designs by then. Tom Benzing would like to share those materials in some form ahead of the meeting.
4. Questions and/or comments

Joe Keiper followed up about Douglas Ave.:

* Punch list on the project needs to be completed, and then the roof will be finished. The next step will be to upgrade the HVAC system. The environment (humidity and temperature) has already drastically improved with a new roof.
* The Board will receive a walkthrough of the building in November.

Joe Keiper reminded about the Starling Ave. facilitiy:

* The building is now 15 years old, and is beginning to face wear and tear. Staff is doing a good job of keeping the building in top shape, including with basic maintenance. It’s important to keep in mind of the future.

Tom Benzing requested for the committee to meet in October, and the members agreed to it. The meeting is adjourned.