

## New York-New Jersey Trail Conference

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### Trail Conference Building & Grounds Committee Meeting Minutes – February 17, 2016

#### Minutes:

1. Approved 1/27/2016 minutes
2. Status of open action items available [HERE](#).
3. Operations:
  - Special Events Task Force – no new update
  - Butler Sign Co. finished donation of signs to the Trail Conference
  - Stone wall and bridge construction plans coordinated by Ed.
  - HVAC – Architect is willing to call everyone together. Will has collected 3-4 weeks' worth of data in an xls to show the faulty operation of the units. Ed will get back to Architect to get this meeting going.
4. FMOP document status
  - Creating content is a bit behind, target mid-March to complete sections owned by staff.
  - Building systems sections worked on by Peter, Pat and Will.
5. LEEDS consideration
  - We think we're close or exceed the specs. We could use an intern to help to do the LEEDS requirements analysis.
6. Schedule next meetings:  
3/16, 4/20, 5/18 all at 3:00pm, at HQ.

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#### Reference Links:

[Action Items](#) | [HQ web page](#) | [FMOP document](#) | [FMOP doc development schedule](#) | [FMOP Staff schedule](#)