

**Architecture CBF Committee**  
**Official Minutes of Thursday, April 26, 2007**  
**Minutes Started at 4:43pm**

**Attendees:** Ryan Starr, Stephen Silva, Guillermo Perez, Hochung Kim, Paul Cambon

1. The MRC proposal was amended because the initial price for the Steelcase furniture was \$10,000 to \$15,000, much more than the price that was voted on.
  - a. We couldn't vote because not enough people were at the meeting
2. We want to get more 1<sup>st</sup> year students to get in the cycle
  - a. Tell any 1<sup>st</sup> year students
3. Going to have a meeting to vote on positions for the committee for next year
4. Mainly today we need to discuss our 5 year to 10 year plan
  - a. Descent furniture within the studio (mainly stools)
  - b. Support and updating for the computers within the studio
  - c. Fstop renovation?
  - d. Ryan will send Josef another email about writing a proposal for what he needs
  - e. The "Wish List" from the past CBF committee
  - f. Email the heads of each resource (e.g. Josef, Doug) and have them write up a loose proposal for what they need.
  - g. Figuring out connection with the Pier 1 building in town, possible renting it for outside exhibitions.
  - h. Light tables in every studio from the 2<sup>nd</sup> to 5<sup>th</sup> year
  - i. Adequate power outlets in every studio (especially in building 21)
  - j. A room where there is a plotter, much like the CM lab, where we could print for free
  - k. 11x17 scanners in each studio
  - l. 11x17 printer in the Mac Lab in building 5
5. Need to walk around to each of the studios and asses what is needed (e.g. chairs, tables)
  - a. Make a spreadsheet with categories that documents what each studio has and needs and each pieces' current state
  - b. Ryan will write up the spreadsheet that we will use
  - c. Ryan is going to go to Henri and get a list of all the studio room being used, then send the spreadsheet to each of the committee members along with a studio to access.
6. Guillermo is going to talk to Doug about writing a proposal list of what he has and needs. Ryan is going to email Josef.
7. For next meeting:
  - a. Vote on MRC change
  - b. Ask for 1<sup>st</sup> years when we do the classroom audits
  - c. Access Doug and/or Josef's proposals
  - d. Email the next meeting time along with the Room Inventory spreadsheet.

**Meeting Adjourned: 5:45pm**