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Board of Trustees

5-21-1984

May 21, 1984 Meeting Minutes

Shawnee State University

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M I N U T E S
SHAWNEE STATE COMMUNITY COLLEGE
Board of Trustees Meeting
May 21, 1984

The meeting was called to order by Chairman Jenkins.

ROLL CALL

Members Present: Mr. Rittenour, Dr. White, Mrs. Andrews, Mr. Brown, Dr. Carson,
Mr. Hyland, Mr. Ferguson, Mr. Morgan, Mr. Jenkins

Members Absent: None

APPROVAL OF MINUTES

Mr. Jenkins asked for approval of the minutes of the April 16, and May 3, 1984 Board meetings. These minutes were approved by unanimous voice vote.

PRESIDENT'S REPORT

Mr. Taylor began his remarks by introducing the College's legal counsel, Mr. Robert McCurdy. Mr. McCurdy was present to discuss the litigation proceedings applicable to Endeco Associates and Landmark Renaissance Corporation. Mr. McCurdy's comments were directed toward his letter of April 30, 1984 addressed to Mr. Jack F. Pickrel, Attorney at Law, representing Endeco Associates and Landmarks Renaissance Corporation and Mr. Pickerel's letter dated April 5, 1984. At this time both the College and Mr. McCurdy are awaiting Mr. Pickrel's response prior to any further College action. All correspondence addressed are attached to these minutes.

In answering a question from the Board applicable to College operated student housing, Mr. McCurdy's opinion was that both plans and time limits regarding either of Endecos or Landmarks specifications have lapsed. Therefore, there is no obligation to any outside group at this time and the College is free to proceed with other student housing alternatives.

Mr. Ferguson, a member of the Board, indicated that he had first been concerned with the fact that there had been no bids received for the development of student housing. He stated that in a totally depressed industry area he could not understand the lack of interest. However, upon reviewing the bid package he stated that he felt it was poorly planned. Investors could not recover their investment under such plans. Mr. Ferguson presented a letter to Board members from a firm that is interested in the development of student housing. The letter presented three separate proposals. (Letter is attached and made a part of these minutes). These proposals will be reviewed by the Finance Committee and they will make recommendations to the Board of Trustees as soon as possible.

Mr. Hawk introduced Pete Duncan, Media Specialist for the College to answer questions concerning the use of facilities. Mr. Hawk presented a break down of costs of facility use. Mr. Duncan has researched charges made by several institutions of comparable size in our immediate area. After discussion, Dr. Carson moved Resolution No. 13-84: facility rental fees be, charged as presented by Mr. Hawk on pages 3 and 4 of the attached information sheet; fees for non-profit organizations for rehearsal time be charged at 1/2 of these fees, plus cost of light and/or sound person.

Rental fees for non-profit organizations who use the facility for more than one day, shall be charged full fees for the first day, and 30% off of these fees for day 2, 3, etc. Profit making organizations or individuals using the facility for profit will pay 1 1/2 times the normal fee for each performance presented. Mrs. Andrews seconded the motion.

Ayes: Mr. Rittenour, Dr. White, Mrs. Andrews, Mr. Brown, Dr. Carson, Mr. Hyland, Mr. Ferguson, Mr. Morgan, Mr. Jenkins

Nays: None

Mr. Foti reported to the Board that on May 11, 1984 the Ohio Board of Regents approved Shawnee State's request for the Associate of Applied Science Degree in Occupational Therapy. He also stated that it is hoped that this program can begin in September, 1984, with 24 to 28 students to be accepted into the program. He has been in contact with a person to head this program.

He also stated that approval of a program in Physical Therapy is expected by the Ohio Board of Regents in July.

Mr. Hyland moved and Mr. Ferguson seconded a motion to accept the recommendation and approval of the OBR for the new Occupational Therapy program.

Ayes: Mr. Rittenour, Dr. White, Mrs. Andrews, Mr. Brown, Dr. Carson, Mr. Hyland, Mr. Ferguson, Mr. Morgan, Mr. Jenkins

Nays: None

COMMITTEE REPORTS

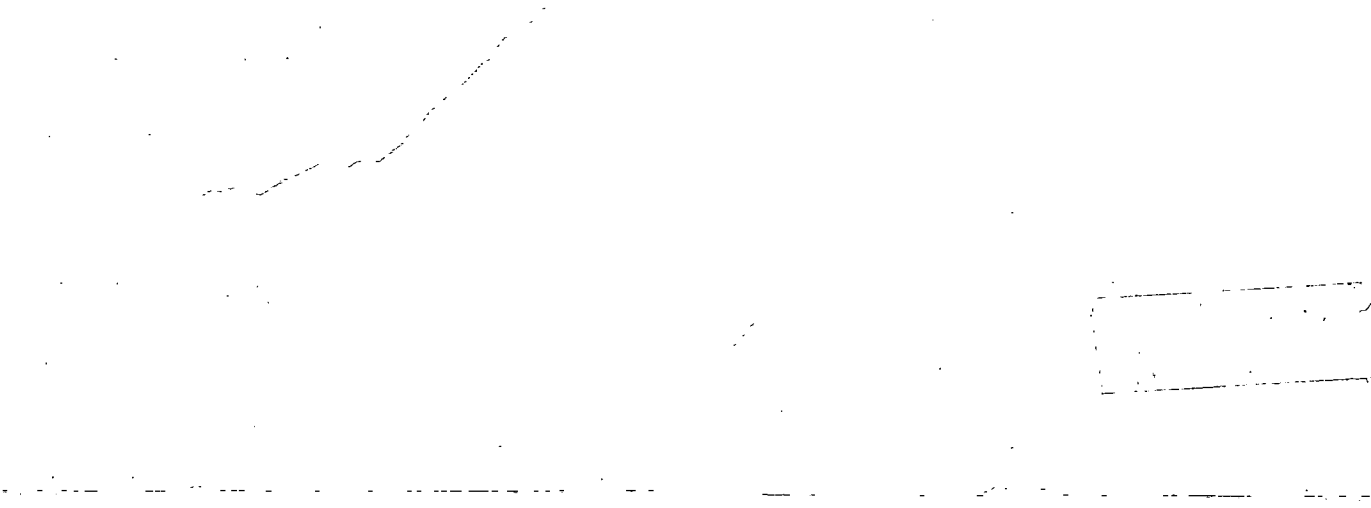
Dr. White, Chairman of the Buildings and Grounds Committee, commented that they had toured the new facilities and that they were progressing well and very impressive.

Mr. Brown, Chairman of the Educational Policies Committee, stated they had not met and had no report.

Mr. Morgan, Chairman of the Finance Committee, stated that this committee had met and reviewed the budget process and would have a report at the next meeting.

Dr. Carson congratulated the students and staff of the Dental Hygiene Program on their fine record on the Board tests.

Mr. Taylor reported at this time that \$300,000 has been recommended for approval by the Governor in the Capital Improvements bill for the renovation of three houses, not approved for student housing, for other purposes at the college. However, due to the poor condition of two of these properties, Mr. Taylor is now recommending that they be demolished and that two new buildings be constructed. The house at 1010 Second Street had been earmarked for a student center, however the recommendation is now that a building 40 x 100, single floor on concrete slab be constructed. The house at 1202 was earmarked for physical education offices and classrooms, as well as storage for equipment. The recommendation is for a two-story building 20 x 50. He recommends that the property at 1147 Second Street be renovated for workshops, meetings, etc. After discussion of these recommendations Mr. Hyland moved and Mr. Ferguson seconded a motion to authorize the President to proceed with hiring a local architect to draw up plans for these buildings to get a cost frame to bring back to the Board, to renovate the property at 1147 Second Street and to repair the property at 949 Second Street for the occupancy of the eight girls on the basketball team.

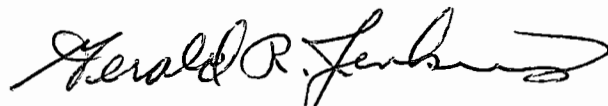


Ayes: Mr. Rittenour, Dr. White, Mrs. Andrews, Mr. Brown, Dr. Carson, Mr. Hyland,
Mr. Ferguson, Mr. Morgan, Mr. Jenkins

Nays: None

ADJOURNMENT

The meeting was adjourned with a unanimous voice vote.


Chairman, Board of Trustees


Secretary, Board of Trustees

BANNON, HOWLAND, MCCURDY, DEVER & MEARAN

HENRY T. BANNON (1987-1950)
LOUIS D. BANNON
WILLIAM L. HOWLAND
ROBERT K. MCCURDY
ROBERT E. DEVER
MICHAEL H. MEARAN
ROBERT R. DEVER

ATTORNEYS AT LAW
325 MASONIC BUILDING
PORTSMOUTH, OHIO
45662-4087

TELEPHONE
614-353-1157

April 30, 1984

Mr. Jack F. Pickrel
Attorney at Law
2700 Kettering Tower
Dayton, Ohio, 45423

In Re: Endeco Associates and Landmarks Renaissance Corporation
vs. Shawnee State Community College

Dear Jack:

The President of Shawnee State Community College has advised me that the Finance Committee of the College has considered your request letter and the file materials relative to their contract with Endeco Corporation.

The position of the Finance Committee is that we are talking about two severable matters. First, considering the bid package of February 1, 1983, wherein the contract with Endeco was expressly made conditional upon the College executing a lease for the subject premises to a successful bidder/developer, it is submitted that this conditionality was known and acknowledged by Endeco, witness Tom Dues letter of July 23, 1983, addressed to the College President and referring to a \$25,000.00 payment subject to repayment.

Secondly, the Finance Committee of the College considers the additional billing from Landmarks in the amount of \$20,866.00 for services in developing the bid package of February 20, 1984, to be an excessive amount in that much of the work product contained therein was derived from the previous bid package of February 1, 1983. The College is, however, willing to compensate Landmarks a reasonable fee for the preparation of such bid package based upon quantum meruit.

In conclusion, the Finance Committee of the College feels that the College is owed the \$25,000.00 amount advanced heretofore and that it owes Landmarks only a reasonable sum for the February 20, 1984, bid package services, not the amount as invoiced. Further, the relationship of Endeco/Landmarks should be satisfactorily documented.

After you have an opportunity to review these matters with your client, I would be pleased to have your response which I will submit to the College for consideration.

Personal regards and best wishes.

Yours very truly,

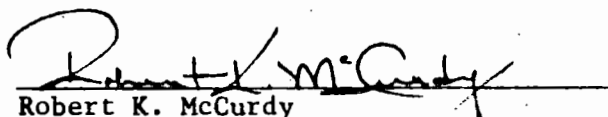

Robert K. McCurdy

EXHIBIT "B"

SHAWNEE STATE COMMUNITY COLLEGE STUDENT HOUSING FURNITURE

Address: 1126 Second Street

- 8 each Demountable bunk beds with end frames of tubular steel or wood with steel angle or wood sides. Unit to have spring fabric with a 36" x 80" polyfoam mattress.
- 8 each Desk to carrel, pedestal type fabricated from laminated particleboard or wood panels attached to a steel or wood frame. Each desk unit shall have a center drawer and three (3) side drawers. Each carrel unit shall have a combination bulletin board, storage shelf and strip light 42" x 47½" wide, 23½" deep, and 53½" high.
- 8 each Desk chair shall be side chair type without arms, frame may be chrome or wood, seat shall be fabric covered, back panel may be wood or fabric.
- 8 each Three (3) drawer chest fabricated from laminated particleboard panels fastened to a steel or wood frame 20" to 30" wide, 18" deep, and 30" high.
- 4 each Freestanding hinged door wardrobe with utility shelf and full width clothes rod. Fabricated from laminated particleboard or wood panels and attached to a steel or wood frame. 28" wide, 24" deep, 69" high.
- 2 each Dining table shall have a top fabricated from laminated particleboard. Supports to be chrome or wood 30" wide, 48" deep, 30" high.
- 8 each Dining chair to be side chair type without arms, frames may be chrome or wood, seat to be fabric covered, back panel may be fabric or wood.
- 1 each Sofa to be 2 seat type with attached cushions. Frame, end panels and arms to be wood. 51" wide, 33½" deep, and 30½" high.
- 2 each Lounge chair to have attached cushions. Frame, end panels and arms to be wood. 27½" wide, 33½" deep, 30 3/4" high.
- 2 total Occasional table to be fabricated from laminated woods 30" wide, 30" deep, 21" high.
- 1 each Sofa to be 3 seat type with attached cushions. Frame, end panels and arms to be wood 74 3/4" wide, 33½" deep, and 30½" high.

EXHIBIT

UNRECORDED

in the task assigned to him.

- (G) The contractor shall secure and pay for the building permits and for all other permits and governmental fees, licenses, and inspections necessary for the proper execution and completion of the tasks required for completion of the project according to this contract.
- (H) The contractor shall give all notices and comply with all laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the performance of the work.
- (I) The contractor shall at all times keep the premises free from accumulation of waste materials and rubbish caused by his operation. At the completion of the work, the contractor shall at its cost, remove all waste materials and rubbish from and about the project as well as all his tools, construction equipment, machinery, and surplus material.
- (J) The contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, insurance or loss to any employee, any third party, any assignee, or to any property of the owner.
- (K) The contractor shall furnish all necessary insurance as stated under the Section Ten Insurance which is made as part of this agreement.

9. RESPONSIBILITIES OF THE OWNER OR HIS TRANSFERREE, ASSIGNEE, OR SUCCESSORS OR ASSIGNS

The owner shall be responsible for the following items:

- (A) The owner shall provide full information providing requirements for the project including a program which shall set forth the owners design objectives, constraints, and criteria, including base requirements for the students and any other special requirements which the owner may deem necessary.
- (B) The owner shall use his best efforts to fully cooperate in the successful completion of the project.
- (C) Notify the contractor of any changes in ownership or leasing of the facility or assignment of this contract.

10. INSURANCE

- (A) The contractor shall purchase and maintain such insurance as will protect the owner from claims set forth below which may arise out of or as a result from contractor's operation under the contract:
- (1) Claims from workmen compensation of all employees in the direct employment of the contractor and the contractor shall also require of workers compensation coverages for all subcontractors and their employees.
 - (2) Claims for damages because of bodily injury, sickness, or disease, or death of any person other than employees
 - (3) Claims for damages insured by usual personal injury and property damage coverage which was sustained by any person as a result of any act directly or indirectly related to the employment of such person by contract or by any other person.
 - (4) Claims for damages because of bodily injury or death of any persons or property damage arising out of the ownership, maintenance or use of any motor vehicle or equipment.
 - (5) The limits of such liability shall be;
 - (a) Bodily Injury, personal injury - \$1,000,000.00
 - (b) Property Damage - 100,000.00
 - (6) Claims for any damages normally referred to as "Builders Risk Insurance".
 - (7) Storage of material on site coverage at a limit of liability value of \$2,000.00 per house at all times or a total of \$10,000.00 total.

11. CHANGE ORDERS

The owner without invalidating the contract, may order changes

EXHIBIT

PICKREL, SCHAEFFER AND EBELING

A LEGAL PROFESSIONAL ASSOCIATION

2700 KETTERING TOWER
DAYTON, OHIO 45423

513/223-1130

April 5, 1984

Robert McCurdy, Esquire
325 Masonic Building
Portsmouth, OH 45662

Re: Endeco Associates and Landmarks Renaissance Corporation
vs. Shawnee State College

Bob:

As Tom Dues has already advised you, we represent Landmarks Renaissance Corporation. That company was engaged in a joint venture with Endeco Associates Architects, Inc., and Endeco Corporation to perform services for Shawnee State Community College, for which the total billing was \$46,100.00. \$21,100 of that bill is still unpaid. I am advised that the amount unpaid was conditioned upon a developer being selected for the project, and additional services have been required of Landmarks to help secure a developer and continue the project.

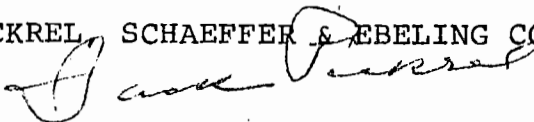
These additional services for the college have generated an additional billing due Landmarks in the amount of \$20,866. Tom Dues tells me that the college has indicated its willingness to pay this amount but has not yet given any indication as to payment of the balance due on the original billing, the item of \$21,100.

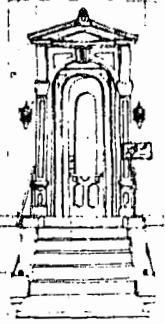
Endeco Corporation found it necessary to liquidate under Chapter 7 of the Bankruptcy Code. I am told that Endeco Associates Architects, Inc., an organization entirely separate from Endeco Corporation, has been paid in full for its part of the first billing to the college, and that the \$21,100 unpaid balance belongs totally to Landmarks Renaissance Corporation as its payment under the terms of the joint venture. Further, on February 3, 1984, in a conversation between Tom Dues and the president of the college, Mr. Dues was advised that at a board meeting, the payment of the \$21,100 had been approved and the president had been advised to have Mr. Dues proceed with the additional work. Therefore, there was no longer any contingency with respect to payment of the balance, for which we are requesting payment at this time.

I tried to call and talk with you on the phone, and after finding that you were away attending a seminar, decided to write and will look forward to hearing from you.

Very truly yours,

PICKREL, SCHAEFFER & EBELING CO., L.P.A.


Jack F. Pickrel



March 1, 1984

Invoice Summary

Invoice Number 1006

Dated February 20, 1984

SHAWNEE STATE COMMUNITY COLLEGE
OFF CAMPUS STUDENT HOUSING
BID PACKAGE Dated February 20, 1984

A.) Typing	\$ 1,530.00
B.) Printing & Colation (25 copies)	1,076.00
C.) Photography	418.00
D.) Consultation	4,162.00
E.) Certification (1004 & 949)	1,498.00
F.) Transportation & Meeting Time	1,240.00
G.) Postage	312.00
H.) Typesetting	86.00
I.) Principal (Re-write)	7,954.00
J.) Supplies	174.00
K.) Advertizements	703.00
L.) Pre-Bid	210.00
L.) Bidding and Bid Analysis	1,503.00

Invoice 1006

\$20,866.00

Invoice does not include the costs of architectural fees or their reproduction, additional copies of the Bid Package or changes to the package requested after March 1, 1984.

TLD/mf

Addit. Info. Req.

Att.

LANDMARKS RENAISSANCE CORPORATION

10001 Lebanon Pike
DAYTON, OHIO 45459

(513) 885-4912

INVOICE

1006

TO SHAWNEE STATE COMMUNITY COLLEGE
940 Second Street
Portsmouth, Ohio 45662
Mr. Frank Taylor, President

DATE	February 20, 1984
CUSTOMER ORDER NO.	
Dues SALESPERSON	
Delivery VIA	

TERMS: Net Receipt Of Invoice

QUANTITY	DESCRIPTION	PRICE	AMOUNT
25	Revised Bid Packages for the Off Campus Student Housing Proposal to be dated 2.20.84 and bid to developers 3.30.84. This invoice includes the necessary typing, printing, photography, rewriting, accounting consultation, legal consultation, certification services of Part I and II for 949 and 1004 Second St., Prebid meetings, Bid conferences, Transportation, Milage, Postage, Etc., and Legal Advertizements in Dayton, Portsmouth, Cincinnati, and Columbus, Ohio. This does not include the costs of Architectural work or its Reproduction		\$ 20,866.00
	Past Due Invoice.....		21,100.00
	TOTAL DUE		\$ 41,966.00

ORIGINAL

Thank You!

Part on Formo Luan



IND - COM
BUILDERS, INC.

1649 5th Street

• Portsmouth, Ohio 45662

• (614)354-3066

INDUSTRIAL-COMMERCIAL
BUILDING - MAINTENANCE

May 21, 1984

Shawnee State Community College
940 Second Street
Portsmouth, Ohio 45662

Attn: Frank Taylor
University President

Re: Student Housing

Gentlemen:

After a review of the bid package "Off Campus Student Housing" and an inspection of the buildings to be remodeled, we recommend a number of alternatives to the proposed plan.

1. Demolish the buildings at 1104, 1122, and 1126 Second Street. Remodel 1004 and 1112 Second Street. This will give you 45 units for the fall term if started immediately. Private investors would do the remodeling with the management by the university.

The buildings recommended for demolition are in poor condition and would require continual and expensive maintenance. The cost of normal upkeep and utilities would eliminate any profit.

We do not recommend the two remaining buildings be listed on the Historic Housing Register. The life of these buildings, renting to young people, would be about 10 years before the cost of maintenance and upkeep would make them uneconomical.

2. The alternative we most strongly propose is the demolition of 1104, 1112, 1122, and 1126 Second Street. The building at 1104 could be used for other university needs. A new 2½ story building, housing 150 students, would be erected on the site of the demolished buildings. The structure would be low maintenance structure, using brick (matching the university), with block back up and interior walls, pre-cast floor system and mansard roof.

There would be two students per room with the necessary common common wash room areas, study areas, and a recreation area. These areas would be furnished with beds, desks, chairs, couches etc. as may be required. Space for a resident director would be provided.

The building would back into the university parking lot and this lot would be used for resident parking.

We would furnish you this building on a net lease basis. The university would manage and have complete control and responsibility for the leased premises. The lease could be for a period of 20-30 years as the needs of the university dicatate.

Suggestion: A room and board arrangement may be used by the university, utilizing your existing cafeteria. Larger dormatory rooms (4-6 students) would permit future use of the building for a different purpose.

The following projection is based on a rent of \$125.00 per month as recommended in your "Bid Package".

Cost

Building	1,100,000.00
Furniture	<u>100,000.00</u>
	1,200,000.00

Finances

14% 20 yr. Morg.	1,000,000.00
Investors	<u>200,000.00</u>
	1,200,000.00

Net-Net Lease 150,000/yr. with 2% escalation per year.

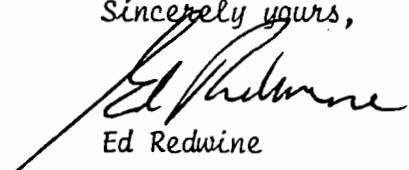
Income

150 students @ \$125.00/month-12 mo.	225,000.00/yr.
5% vacancy	<u>11,250.00</u>
	213,750.00
Lease	<u>150,000.00</u>
Net before expenses	63,750.00

3. The final suggestion is a combination of suggestions 1 and 2. Demolish the buildings 1104, 1122, 1126 Second Street and remodel the two remaining buildings. Build the same or smaller new building. This would give you the advantage of having housing by the fall while construction is completed on the new building in 1985.

If there is a need for housing and you wish further discussion, please do not hesitate to call.

Sincerely yours,



Ed Redwine
President

ER:kk

cc: Orville Ferguson
Trustee

RESOLUTION 13-84

The Board of Trustees of Shawnee State Community College hereby approves the cost of facility use as listed on the attached. Additions to these charges are: Rehearsal times for non-profit organizations will be charged at 1/2 rental rates plus charges for the sound and/or light person. Rental fees for non-profit organizations that use the facility for more than one day will be charged at the rate of full fees for the first day, and 30% off of these fees for each consecutive day used. Profit making or individuals using the facility for profit-making will be charged at a rate of 1 1/2 the rates listed for each performance.

SHAWNEE

STATE COMMUNITY COLLEGE

VICE-PRESIDENT OF FINANCE/TREASURER



May 21, 1984

To: Board of Trustees, Shawnee State Community College
From: R. Neil Hawk
Subj: Re: Facilities Use Charge

At the February 20, 1984, Board of Trustees meeting the Board approved, via resolution 7-84, a revised facility use policy.

Since implementation several users have expressed concerns directly to Board members applicable to rental charges contained within the policy. Subsequently the Board and the administration of the College have had several discussions concerning the same.

During a special meeting on Thursday, May 3, 1984, the Board requested that I prepare a report detailing components of the rental rates and to review prior years in regards to rental income.

I have not been able to prepare detail information pertaining to previous years due to the fact that most billings contain only summary information. However, I am confident in reporting that during the calendar year 1983 the Activities Center was rented to outside users twenty-four (24) times, for \$8,364.72.

The rate information that I have assembled for your pursual is as follows: (all costs are applicable to only the Activities Center)

Annual Utility Cost:

Electric	\$37,238.02
Coal	3,475.00
Total	<u>\$40,713.02</u>

Utilized Hours = 365 days/year X 24 hrs/day = 8760 hrs/yr
 Cost per hour = \$40,713.02 ÷ 8760 hours = \$4.65/hour

Maintenance/Custodial 300-900 Budget:

Custodial	\$2,474.20
Maintenance	6,922.20
	<u>\$9,396.40</u>

Utilized Hours = 365 days/year X 14 hrs/day = 5110 hrs/year
 Cost per hour = \$9,396.40 ÷ 5110 hours = \$1.84/hour

940 second street , portsmouth, ohio 45662, 614/ 354 -3205

Building & Equipment Usage:

Assumptions:

1. Building cost to be depreciated over 25 years
2. Equipment cost to be depreciated over 10 years
3. Building utilized 8710 hours per year
4. Equipment utilized approximately 500 hours per year

Total Building Cost	\$2,095,108
Total Moveable Equipment Cost:	
Sound	\$ 18,314
Lighting	\$ 2,700
100 Tables	\$ 4,400
750 Chairs	\$ 32,625

Annual Equipment Replacement Recovery

Yearly building cost	=	\$2,095,108	÷	25 years	=	\$83,804
Yearly sound cost	=	\$18,314	÷	10 years	=	\$1,831
Yearly lighting cost	=	\$2,700	÷	10 years	=	\$270
Yearly table cost	=	\$4,400	÷	10 years	=	\$440
Yearly chair cost	=	\$32,625	÷	10 years	=	\$3,263

Building cost per hour	=	\$83,804	÷	8760 hrs	=	\$9.57/hour
Sound cost per hour	=	\$1,831	÷	500 hrs	=	\$3.66/hour
Lighting cost per hour	=	\$270	÷	500 hrs	=	\$.54/hour
Table cost per hour	=	\$440	÷	500 hrs	=	\$.88/hour
Chair cost per hour	=	\$3263	÷	500 hrs	=	\$6.53/hour

Supplies:

Theatrical lights	\$5.14/hour
Light gels	\$2.00/hour

Salaries/Benefits:

Custodial	\$6.58/hr X 1.5 = 9.87 overtime rate	
	\$9.87 X 1.1371 (retirement) =	\$11.25/hour
Maintenance	\$8.38/hr X 1.5 = 12.57 overtime rate	
	\$12.57 X 1.1371 (retirement) =	\$14.29/hour
Sound/Light Technicians	=	\$15.00/hour
Spot Light Operators	=	\$12.00/hour

Using the rates above the following usage charges are presented for your consideration.

SHAWNEE STATE COMMUNITY COLLEGE

Proposed Rental Charges

Set-Up/Clean-Up Charge

Custodians	\$11.25	X	4	=	\$45.00
Utility charge					4.65
Supply charge					1.84
Building charge					9.57
Total					<u>\$61.06</u>

Building Only

Maintenance person					\$14.29
Utility charge					4.65
Supply charge					1.84
Building charge					9.57
Total					<u>\$30.35</u>

Building with Chairs

Maintenance person					\$14.29
Utility charge					4.65
Supply charge					1.84
Building charge					9.57
Chair charge					6.53
Total					<u>\$36.88</u>

Building with Tables

Maintenance person					\$14.29
Utility charge					4.65
Supply charge					1.84
Building charge					9.57
Table charge					.88
Total					<u>\$31.23</u>

Building with Tables and Chairs

Maintenance person					\$14.29
Utility charge					4.65
Supply charge					1.84
Building charge					9.57
Table charge					.88
Chair charge					6.53
Total					<u>\$37.76</u>

Building with Sound

Maintenance person	\$14.29
Utility charge	4.65
Supply charge	1.84
Sound technician	15.00
Building charge	9.57
Sound charge	3.66
Chair charge	6.53
Total	<u>\$55.54</u>

Building with Theatrical Lights

Maintenance person	\$14.29
Utility charge	4.65
Supply charge	1.84
Light technician	15.00
Building charge	9.57
2 Spot light operators	24.00
Theatrical supply charge	7.14
Light equipment	.54
Chair charge	6.53
Total	<u>\$83.56</u>

Building with Light and Sound

Maintenance person	\$14.29
Utility charge	4.65
Supply charge	1.84
Light technician	15.00
Building charge	9.57
Sound charge	3.66
Sound technician	15.00
2 Spot light operators	24.00
Theatrical supply charge	7.14
Light equipment	.54
Chair charge	6.53
Total	<u>\$102.22</u>

A point that you should be aware of is that these charges do not reflect any administrative overhead, i.e. mine, Carl Wolfe, or Pete Duncan's time allocated to facility rental. Rates approved in February did consider this factor. Plus, in February we combined and averaged some of these breakdowns to arrive at just three rates, i.e. \$55.00, \$85.00, and \$115.00.

Other factors to be considered:

1. The utilized hours used for the above calculations have been extended considerably, over those used in February, in an effort to minimize charges.
2. No inflation factors have been used in these calculations. Thus we are building into these equipment/building replacement rates 1978 cost.

I hope that this information makes you better aware of our direct cost and will enable you to arrive at a unified decision concerning facility rental charges.