

Building Committee
Minutes
April 16, 2008

Call to Order

Meeting was called to order at 5:30 P.M.

The following members were present: Scott Drone-Silvers, James Quisenberry, Rosanne Reidner, Donna Miner; staff present: Jan Ison and Joe Sciacca; architect present: Russ Dankert

The committee reviewed the draft plans that were distributed to the Board of Directors in March. It was agreed that overall the plan was a good solution.

The committee toured the proposed change areas and made the following revision to the plan

- Add a third restroom stall to the Women's restroom and eliminate the storage area
- Add a 2nd restroom staff or urinal to the Men's restroom
- Make the walkway between the men's restroom and the delivery area a wall rather than using shelving as a divider
- Close the vent area for the fan in the print shop area
- Add a sink in the counter area in the board room

There was discussion concerning the heating needed and the potential glare on computer screens in the new training area. It was agreed to add a duct in the training area rather than add an air conditioner to the computer room and redirect the heat/ac from that area. The heat/ac for the training center will come from the main part of the building, not the computer room circuit.

Staff will put together options for layout design for the training center to determine the best layout for effective utilization.

It was the consensus that the new Men's restroom had to be completed before the remodeling of the women's restroom could begin. Remodeling the break room equipment could be done without doing any of the other areas.

Overall it was agreed to move ahead with getting a proposal out to vendors with the proposal in sections in order to evaluate proposal based on need and costs. The optimum timeline is to have a recommendation for the May Board meeting with the committee meeting prior to that meeting.

Jan will move ahead and work with a “design firm” to assist in the repositioning of the current panels. The consensus was to use the company who sells Herman Miller furniture.

Other discussion included the plan to go ahead and paint the current restrooms as they really need it and it will be several months before remodeling would be completed. Also painting will continue in the build, which will not be affected by the remodeling.

--- Jan Ison