

St. Patrick's Building Committee  
Minutes of June 4, 2007 Meeting (Approved)

Present: Aletha Burge, The Rev. David Knight, Steve Taylor, Danny Meadors, David Dry, Jaci Mize, The Rev. Bill Livingston, Nancy Gunneck, Linda McCulloch, Kathy Davis, Johnny Kersanac.

The Rev. David Knight opened the meeting with prayer.

1. Discussion of Building Committee Communication (internal and to the congregation): The Architects' Report of May 2007 will not be put on the Web because of its size, instead the Architects' color rendering of the proposed Master Plan will be added to the church Web site [www.stpatricks.dioms.org](http://www.stpatricks.dioms.org). A new "Building Updates" page has been added to the St. Patrick's Web site that will include approved minutes of the Building Committee meetings. A wiki has been set up that will be used to solicit feedback from the congregation – especially regarding the focus group topics. An listserv will be set up for the Building Committee members for committee communication. An agenda will be sent out on the listserv so changes/additions to the agenda can be submitted to Aletha Burge ahead of time. Committee members phone numbers and email addresses will also be made available to the congregation.

2. Minutes of the May 28 meeting were approved.

3. David Knight discussed the Building Committee's charge to respond to Architects' May report including the proposed Master Plan.

4. Aletha Burge discussed the congregational focus groups. Each Building Committee member is responsible for facilitating an open one-hour meeting on a particular function of the Phase I – Multipurpose Building. Meetings will be held during June so that architects can have the input they need to begin design by early July. Dates were chosen for each focus group. They are:

Worship – Danny Meadors (facilitator), David Knight, Lynne Hough (June 13, 7:30 pm and June 17 at 12:30 pm)

Christian Ed – Nancy Gunneck (facilitator) (June 24 at 11 am and June 27 at 6:30 pm)

Grounds (includes parking, signage, ADA accessibility, playground) – David Dry (facilitator) June 13 at 5:30 pm.

Kitchen – Johnny Kersanac (facilitator) June 21 at 6:30 pm

Outreach – Aletha Burge (facilitator) June 19 at 6 pm

Nursery – Jaci Mize (facilitator) June 17 at 9 am and June 20 at 7:30 pm (Nursery will be available)

Music – David Dry (facilitator) June 10 at 11:30 am

Administration – Kathy Davis (facilitator) June 14 at Noon at the Church Office Trailer

Parish Hall – Steve Taylor (facilitator) June 18 at 6:30 pm and June 26 at 6:30 pm

5. Focus group sessions will be held at Coast Episcopal School in the Chapel or Library for accessibility. David Knight will check on availability of the space. Members of the congregation will be asked to contact the church office to arrange for childcare during the focus sessions. Nursery will be planned for the two focus groups on the future nursery. The church office will send out a mailing this week to let the congregation know the dates and times of the focus groups, the phone numbers and email addresses of Building Committee members, and the instructions for making comments through the wiki.

6. Discussion of content of focus sessions: Focus is on function not appearance/design. What is the activity? What equipment is needed? How many people? What will the people be doing? What should this function be adjacent to? What should this function not be adjacent to? Spaces have to be multifunctional and consider expandibility and flexibility. The projected costs for the mulitfunction building are approximately \$800,000 over our budget (insurance + money raised) (includes hardware, light fixtures, and kitchen equipment; but not furnishings) so it will be important to be realistic in the focus meetings without squashing hopes and dreams. Try to separate out “must have”, “should have”, “could have” in the focus group discussions. Recommended setting up a newsprint “parking lot” and newsprint “cemetery” for issues that come up in focus groups that are off topic. Each facilitator will need to submit a 2 – 3 page written summary of the ideas that came up during their session.

7. Contractor issue: Discussed sole source vs. bid. Discussed pros and cons of design/build contracts. Aletha Burge will contact the architects about the cost of a design/build contract.

8. Next meeting set for Monday, June 11 at 6:00 pm. This meeting will focus on preparing a response to the Architects’ proposed plan and on the questions/format for the focus groups.

Aletha closed the meeting with prayer.

Submitted by:

Kathy Davis