



**St Andrew United Methodist Church**  
**Phase II – Design Development Phase**  
**Building Committee Meeting – 3/17/09**  
**Refer to Plans Dated: 3/17/09**

**Sanctuary**

**Sanctuary - Open**

- 1. 3/10/09 - Need usher/acolytes storage/closet (where?)  
3/17/09 - It was proposed by both Commons and Sanctuary to be the area called Storage, behind the mechanical shaft.
- 2. 3/10/09 - 21" seats acceptable, 948 count acceptable. Discussion – seats can actually be smaller as well, the 21" seat is the maximum width.  
3/17/09 – It was confirmed that the new radial plan (which increases the number of seats by 57) is drawn with the 21" wide chairs.  
3/18/09 - What would be the seat count if the back row of pews were removed from the perimeter of the Sanctuary?
- 3. 3/10/09 - Proposed size of chancel of 720 square feet (existing is 960 square feet) appears to work, but is still being studied.  
3/17/09 – 720 square feet seems too small. Brian Janssen has a draft drawing of how to increase the size of the chancel... It would also be helpful to have some FF&E drawn in for scale purposes.
- 4. 3/10/09 - Future stairs behind the choir appears to be acceptable but is being studied in coordination with the design and placement of the organ.  
3/17/09 – There was discussion of this stair location as it relates to the newly proposed Choir Warm Up area in the basement. The suggestion was to be able to connect the new Choir Warm Up area to the back stairs so that the Choir could enter from the back of the Sanctuary. There are code and access issues to be studied.
- 5. 3/10/09 - Proposed location of the control center on the mezzanine level above the storage closet appears to be acceptable, but is dependent on final sound modeling and acoustic design. The goal is *not* to have to relocate the control center in future phases.  
3/17/09 – The request was to have the control center as opposite the "performance" as possible. It was suggested that this could potentially occur but would require study for code and access issues. It was requested that a plan of this area be presented next meeting.
- 6. 3/10/09 - Center aisle location - some discussion here since it doesn't seem obvious. This may have to do with seating arrangements too. More discussion will be had and perspectives studied. Has much to do with the roof line as well.

- 3/17/09 - The newly proposed 7' wide center aisle is "better" but still needs evaluation. Some are concerned that the smaller aisle widths of 3 and 4 feet may be problematic. There also needs to be an evaluation of casket maneuverability.
- 7. 3/17/09 - Where is the bride's room?
  - 8. 3/17/09 - Choir storage is still a concern and needs study. Tracy will go to SAUMC and evaluate existing storage and provide a list of items and square footages for SP.
  - 9. 3/17/09 - There has been renewed questions about the number of fixed (permanent pew seating) versus the number of flexible chair seating, that the ratio is too small. A suggestion of 200 - 250 flexible seats versus 400+... While the positioning of the sloped floor versus the flat floor should remain the same, the ratio of seating can continue to be studied.
  - 10. 3/18/09 - Where are the kneeling rails?

### **Sanctuary: Closed/Resolved**

- 1. 3/10/09 - Purpose suggested is good, and also includes funerals, weddings, speaking events, performances, etc.
- 2. 3/10/09 - The mixture of fixed to moveable congregational seats is acceptable, 461 fixed to 379 moveable.
- 3. 3/10/09 - Add single door to sanctuary immediately north of the double doors that open onto the center aisle.
- 4. 3/10/09 - Four pairs of doors between the sanctuary and narthex, and as many windows as possible are acceptable.
- 6. 3/10/09 - Will there be monitors outside in narthex? Recommendation is for speakers as a minimum in the narthex and monitors in the gathering.
- 7. 3/10/09 - Use of Narthex? Leaning towards completely open, no other permanent uses, possibly a place to display artwork.
- 8. 3/10/09 - Possibly moveable furniture in the Narthex, but nothing permanent.
- 9. 3/10/09 - Move scent free out (away, towards Family?) in order to make Narthex larger.  
3/17/09 - Yes swap as shown on the plan so that access to the Family Room does not require walking out into the Sanctuary and the Scent Free Room can be closer to an exterior entrance/exit.
- 10. 3/17/09 - Organ console location, in relation to the choir appears to be acceptable, but is still being studied.
- 11. 3/17/09 - Proposed size and layout of choir appears to be acceptable (21" seats, choir row depth of 42", choir riser heights of 12", 144 total) but is still being studied.

### Choir Room: Open

- 1. 3/10/09 - Should this area be converted to office and the rehearsal room be relocated? This room function and layout are still being studied.

### Choir Warm Up Room: Open

- 1. 3/17/09 - A choir warm up room has been proposed in the basement. The proposed location is still being studied as it does present some complications with HVAC (making sure one of the AHU's can handle the additional cooling load); headroom and access issues. It was also suggested that this area would have been YOUTH area in the future. With proper scheduling it was discussed that YOUTH may be able to use the choir warm up room also...
- 2. 3/17/09 - Is the cost of the choir warm up room less than the cost of renovating the existing choir room? Needs study.
- 3. 3/17/09 - What exactly would be the ceiling height in this room and in the future music area?

## Commons

### Gathering: Open

- 1. 3/10/09 - Should there be a door between Choir Room and gathering (through the corridor of the bathrooms)?  
3/17/09 - This will be better answered after the choir room use has been determined.
- 2. 3/10/09 - Information Station configuration TBD (the counter area to the left of the North doors)  
3/17/09 - As shown this is acceptable and can possibly be shorter, but it is understood that it is currently drawing to coincide with the ceiling detail.
- 3. 3/10/09 - IT/Janitor can be food pantry with closeable doors – this is still being discussed and studied.
- 4. 3/10/09 - What is the height in gathering? From 10' to 12'. Is this adequate?  
3/17/09 - Highest point more like 13' with graduation down to 10'. This is better. It was also suggested that a coffered ceiling would add more interest.
- 5. 3/17/09 - The new plan shows coat storage for approximately 180 coats. The Commons Area felt the need would be for at least 500 coats and suggested making the book display much smaller in order to accommodate more coat storage.

### Gathering: Closed

- 1. 3/10/09 - Yes to having bathrooms in Gathering
- 2. 3/10/09 - Gathering as open as possible – NOTHING in the middle
- 3. 3/10/09 - No fixed seating or planters – must be flexible and non-permanent
- 4. 3/10/09 - Furniture can be overstuffed chairs in the corners

- 5. 3/10/09 - Bookshelf for display in corner next to existing building
- 6. 3/10/09 - Need coat storage
- 7. 3/10/09 - No coffee – can be in Fellowship Hall

**Fellowship Hall: Open**

- 1. 3/10/09 - Choir risers – at least some of them can go away in order to make room for a coffee bar (under the organ?)
- 2. 3/10/09 - Wall between Fellowship and Penalty box should be a solid wall, possibly with new storage built in. How tall? 10'? Still much discussion regarding final layout of the penalty box area.

**Fellowship Hall: Closed**

- 1. 3/10/09 - Will accommodate after hours service (with tables)
- 2. 3/10/09 - If music storage goes away, all these closets should be used for Ministry Fair. Ministry Fair can use moveable bins that can be stored away...
- 3. 3/10/09 - Existing control center can remain – would be nice for it to be smaller.

**West Gathering: Closed**

- 1. 3/10/09 - Leave open, as is.
- 2. 3/10/09 - Still have many receptions here, should remain as flexible as possible.

**Kitchen: Open**

- 1. 3/10/09 - Pass through window, possibly on North wall? Still being studied.
- 2. 3/10/09 - Final configuration still TBD – group will assess layout and appliances  
3/17/09 - A new layout was proposed to the group. There was not enough time to discuss in detail so there will be a special internal kitchen meeting to continue to discuss the details.
- 3. 3/10/09 - Would be nice to have an additional DW

**Kitchen: Closed**

- 1. 3/10/09 - Don't need three doors, 2 yes

**Scent Free Room, Family, Narthex: Open**

- 1. 3/10/09 - Scent Free Room: Open v. Closed? Need cost of open, but prefer closed.  
3/17/09 - Still need cost of an "open" room in order to best evaluate.

- 3/18/09 - Can the room be inside the actual Sanctuary with moderate enclosures (half or glass walls?)
- 2. 3/10/09 - Can the Family room be made larger? Family Room must have a window.  
3/17/09 - Swap the Family Room back to the original location.
- 3. 3/10/09 - Where are collections handled? Message to be sent is that some of this should happen in the Gathering, but must be very purposeful.
- 4. 3/17/09 - Can one or two of the columns be removed from the larger, more open Narthex?

### **Scent Free Room, Family, Narthex: Closed**

- 1. 3/10/09 - The Family Room needs to be as soundproof as possible, given industry standards for this type of room - not necessary for the Scent Free room.
- 2. 3/17/09 - The Narthex has been "opened up" by moving the Scent Free room, the ceiling height is about 9' (on purpose), the mechanical duct has been minimized (next to storage closet) and new buttresses/columns have been added (due to structural reasons/moving the walls that created the scent free room).
- 3. 3/10/09 - Stairs in Narthex could be narrower.

## **Education**

### **Connection Classrooms: Open**

- 1. 3/10/09 - Move solid wall between the four and make flexible. Where are columns and is it OK to have columns in the middle of the room? Don't know yet and would rather have a column in the middle of the room and a larger room.  
3/17/09 - Plans are looking very good and if column placement coincides with the operable wall pockets, better.
- 2. 3/10/09 - Permanent wall in 110 as shown, yes, but possibly a door to the hallway?
- 3. 3/10/09 - End of hallway door to lower level Narthex? Yes, can it be locked? This door does not need to be oversized and can be a double door as long as no central divider.  
3/17/09 - This door must actually swing both directions and cannot be locked. Security concerns must be addressed closer to Youth...
- 4. 3/17/09 - With the potential "loss" of a classroom under the Narthex, the group talked about possible classrooms next to the Youth Kitchen, next to the elevator, etc. Also if the existing Library does not have to be converted to offices, this could be a classroom as well.
- 5. 3/17/09 - There has been a suggestion to have a washer/dryer in the janitor room next to the bathrooms in the connection building (basement).
- 6. 3/17/09 - It was suggested that Pathways could use the existing choir room as offices and that the new Choir Warm Up Room could be used as a classroom when it is not being used as a warm up room.

### Connection Classrooms: Closed

- 1. 3/10/09 - Hallway at 9' – 12'? 9' is ok, does not need to be 12.
- 2. 3/10/09 - Average soundproofing in classrooms? Yes
- 3. 3/10/09 - Extra large doors not necessary, standard size doors are acceptable.
- 4. 3/10/09 - Don't need doors in hallway between existing and new, as shown.
- 5. 3/10/09 - Once the classrooms are reconfigured, it is assumed they will be conventional classrooms with associated cabinets, countertops and storage.
- 6. 3/10/09 - The storage room to the left of the four classrooms sized to store chair and table carts is acceptable.
- 7. 3/10/09 - Rather than four classrooms downstairs, 3 more equal size rooms

### Under Narthex: Open

- 1. 3/10/09 - Room under narthex – no, not a traditional classroom. Could be a comfortable meeting room with chairs and conference table. Could be a bride's room with a sink. Doesn't need traditional classroom set up (cabinets). Could still have storage under the stairs for supplies. Function and layout still being studied.  
3/17/09 - Proposed configuration has changed to offices if the Choir Warm Up room becomes a reality.

### Under Narthex: Closed

- 1. 3/10/09 - Added closet downstairs, north hall way, yes.
- 2. 3/10/09 - The ratio of women's to men's fixtures/restrooms is acceptable.

### West Fellowship: Open

- 1. 3/10/09 - Needs much more discussion by the entire group. Adult is losing a classroom (Library) and therefore still wants this room but could also be a fireside and/or library.

## Office

### Administration: Open

- 1. 3/10/09 - This area needs more discussion and use of a programmatic study by CresaPartners.  
3/17/09 - Programmatic study in process and discussion of using existing choir room as offices.

## **Work Room and Reception/Waiting: Open**

- 1. 3/10/09 - Seems as if the wall as shown between existing gathering and work room/reception is in the right place, but is still being studied.
- 2. 3/10/09 - Waiting area to be extended over the stairs? Up for discussion.

## **Communication**

### **Discussion from 3/10/09:**

5/1/09 Drawings available  
5/27/09 GMP to Building Committee (1 or 2 Building Committee meetings to look at all the documents in preparation for Leadership Council).  
6/2/09 Building Committee recommendation  
6/4/09 Leadership Council  
6/7 & 6/14 Recommendation/Motion  
6/21/09 Church Conference

### **Discussion from 3/17/09:**

- Goal for the next few weeks is to continue to develop FAQ's, update staff, and list dates as they are confirmed.
- During the month of May, there will need to be people available on Sundays to answer questions.
- Church Conference still tentatively 6/21/09
- What will be the availability of a model? SP: this will take several weeks to develop and there is a cost issue.

## **Precast v. Cast-in-Place Discussion**

Current budget and drawings indicate that the only precast columns on this project were those four supporting the two vestibules. During the design phase it has been determined that the details for the remaining columns (predominantly in the Sanctuary) are problematic and a maintenance concern. Precast and Cast-in-Place columns have been estimated and while both options increase the budget, they are recommended over steel columns wrapped in stucco.

SlaterPaull Architects needs a determination of this change by 3/24/09 as they cannot design all three options. There was some discussion regarding the fact that cast-in-place columns added approximately \$93,000 to the budget but that the actual finish (what is viewed from the outside) is rough and frequently less than aesthetically pleasing.

The precast columns add approximately \$158,000 to the budget and result and a very pleasing "look" and are the preferred method for constructability and for long term maintenance.