

# Frequently Asked Questions

## Phase II Design Task Force

May 22, 2016

### ***What is the Phase II Design Task Force?***

The Phase II Design Task Force will manage the building renovation project through the final design phase. This task force will pick up where the initial Design Task Force finished a few months ago and continue until there is a congregation-approved final design for the renovation of our church building.

### ***What will the Phase II Design Task Force do?***

This Design Task Force will:

- ✓ Represent the congregation in the interface between All Souls and the architect, GastingerWalker, during the Design Development and Technical Design phases of our building renovation project.
- ✓ Work with GastingerWalker, the Renovation Steering Committee, the Board of Trustees and the congregation to develop design and funding options for the project.
- ✓ Communicate potential design and funding options to the congregation, gather feedback and adjust the options as appropriate.
- ✓ Present the design and funding options for a congregational decision at a special congregational meeting in Fall, 2016.

### ***What do you mean by ‘design and funding options’?***

Despite the great work of the Capital Campaign Task Force and the generosity of the members of All Souls, we were not able to make our Capital Campaign goal. We, therefore, need to make congregational decisions about what renovations we are going to do and how we are going to pay for them. The ‘design and funding options’ will be renovation items and funding alternatives, grouped to facilitate congregational discussion and decision-making.

The renovation options will include the renovation items discussed last fall, such as facility infrastructure (new roof and HVAC, stabilize structure), elevator, new or improved entrance, renovation or replacement of office wing, etc. Funding options will include proceeds of our capital campaign, additional bank borrowing, loan from Endowment Fund, grant from Endowment Fund, and any other suggested funding sources.

The Phase II Design Task Force will utilize the input from GastingerWalker and the congregation to develop two to four options to present for approval by the congregation.

### ***Who is on the Phase II Design Task Force and how were the members selected?***

The Phase II Design Task Force is co-chaired by Diane Cassity and Bonnie Postlethwaite. Other members are Holly Miller, Corva Murphy, Bill Raney, Diann Spencer and Bill Wright.

The members of the Task Force were selected by the Steering Committee based on needed skills - including design, finance, legal or contract negotiations, visual/interior design, oversight and/or coordination of large projects, organizational skills, and familiarity with current facilities.

### ***How will the Phase II Design Task Force function?***

The Task Force meets regularly, generally every other week, and works closely with GasterWalker and the Steering Committee. The Task Force reports to the Steering Committee and the Board of Trustees.

The Design Task Force will meet until the design is finalized and approved, anticipated to be late fall 2016. A separate Construction Task Force will handle the bidding and construction phases of our renovation project.

### ***How will the work of the Phase II Design Task Force be communicated and how can I share my renovation priorities?***

The activities and findings of the Task Force will be communicated in the Friday emails, the Flame and in the church lobby and Conover. All minutes and other documents will be posted on the All Souls website. There will be regular church chats and other opportunities for congregational conversations and feedback.

### ***What are the next steps?***

The members of the Task Force anticipate that we will have preliminary design and funding options available by late summer. These will be presented to the congregation and there will be many church chats, conversations with the Task Force and Steering Committee members, meetings with the architects, etc.

There will be a special congregational meeting in the fall to vote on the final design and funding.