

ADTF Meeting Minutes

Meeting attended by:	Chris Davis, Tom Everitt, Bob Miller, Bonnie Postlewaite, Phyllis Westover, Diane Cassidy, Don Wakefield Amy Echhoff (GW); Kevin Wineingar (GW); Jane Wilson (Steering Committee Co-Chair); Lamar Hicks (Steering Committee Co-Chair); Yvonne Jameson (ASUUC Capital Campaign); Jamie Koelisch (ASUUC Capital Campaign)
Absent from meeting:	Ginger Powers; Amy Robertson
Date:	November 8, 2015
Time:	100PM-3:30PM
Topic #1 Notes:	
<p>Amy Echhoff (GW) and Kevin Wineinger (GW) led a discussion of the design concept that GW developed based upon discussions with the ADTF on October 25th. Working within a budget of \$2.5M (with contingencies built in), the new concept design consists of the following:</p> <ol style="list-style-type: none"> 1. Mechanical Infrastructure 2. Mechanical Distribution 3. Roof 4. Tuckpointing 5. Elevator 6. Relocation Of First Floor Entry / Greeting 7. Redesign of Warwick Entry 8. New Administration Wing with Music Room 9. Lobby & Interior Finishes 10. Sprinkler System & Fire Alarm 11. Conover Renovation 12. Exterior Features and Landscaping 13. Redesign Existing Parking Lot <p>There was lengthy discussion of the design features of the exterior of the new administration wing and of the interior design features of the new administration wing and lobby/greeting areas. The new concept design was well-received. (See GW's attached meeting notes for discussion details)</p> <p>There was discussion regarding the necessity that the budget estimate – with reasonable contingencies – not exceed \$2.5M. In order to meet that necessity, GW is to revisit the cost estimates to see where savings can be accomplished and to show some items as potential add-ons rather than incorporated into the scope of work.</p> <p>GW's new concept design reorders the layout of ASUUC's on-site parking lot in a manner that keeps the number of parking spaces at 56 (the same as currently existing), and provides for a drop-off zone with improved traffic flow. There was discussion of the status of Steering Committee initiatives to develop agreements with nearby property owners to supplement parking. It was reported that phone calls placed to Marriott personnel had not yet been returned. It was also reported that Steering Committee members were "working on" making contact with the Art Institute, the Kemper Art Museum and American Century.</p> <p>Action Items:</p> <ul style="list-style-type: none"> • GW to refine the concept design scheme based upon the comments and discussion for presentation to the ASUUC Board on 11/18/15 and the ASUUC congregation on 11/22/15. 	

Topic #2 Notes:

Amy, Kevin and the ADF reviewed the format for the design presentation to the congregation on November 22nd previously discussed at the ADF meeting of 10/25:

- GW will produce a 4-5 minute slideshow of images to be shown during the service. ASUUC will set the slideshow to music.
- At the end of the service (12:00 noon) GW will give a 20-30 minute presentation on the design.
- The congregation will break for lunch (30-45 minutes).
- GW will be available for Q&A from 1:15-2:00.

Action Items:

- GW to prepare slideshow & work with A. Edwards to set it to music
- ADF will work with facilities folks to set up TV in lobby on 11/22 that will display running presentation of design concept

Topic #3 Notes:

There was discussion of GW's design presentation to the ASUUC Board at 6:30PM on Wednesday, November 18th. 45 minutes will be allocated to the presentation and questions/answers. The presentation itself will not be forwarded to the Board in advance of the meeting, but the final version of the Programming Summary will be forwarded in advance. It was stated that the Board should receive anything being sent in advance by Friday, November 13th.

Action Items:

- GW to complete Programming Summary and send to Chris/Tom for review prior to it being forwarded to the Board.

Topic #4 Notes:

Minutes of the ADF meeting of October 25, 2015 having been circulated and no comment(s) received, they are ready to be posted to the ASUUC website.

Action Items:

- B. Miller to post to ASUUC website.

Next Meeting: There are no further meetings scheduled.

Notes

DATE	9 November 2015
PROJECT	All Souls Unitarian Universalist Church – Kansas City 2015.351
SUBJECT	Architectural Design Task Force Design Meeting – November 8, 2015
BY	Amy Eckhoff, AIA, NCARB
PEOPLE INVOLVED	Architectural Design Task Force: Dianne Cassidy, Bob Miller, Bonnie Postlethwaite, Don Wakefield, Phyllis Westover, Chris Davis, Tom Everitt, Jane Wilson, Lamar Hicks, Yvonne Jameson, Jamie Koelisch

The ADTF met with Amy Eckhoff and Kevin Wineinger at the office of GastingerWalker& on Sun. November 8 at 1:00 pm.

Amy reviewed the design goals and scopes of work defined in the prior budget meeting. The GW team refined and modified the design to fit close to the accepted project budget of \$2.5 million. Kevin presented the design concept. The design concept and floor plan layout was met with overall positive response. The following summarizes the discussions and comments regarding the design and approach.

New Greeting Hall and Entrances

- There was positive reaction to the modified stair for the entrance from Warwick. Chris and Bob both indicated it made the stair seem less daunting and easier to navigate. The group suggested adding a second path intersecting the stair from the sidewalk further to the north.
- The group agreed the new restroom shown in the greeting area can be eliminated since there are two new restrooms in the new addition.
- The coat rack space does not seem adequate. There was not positive response to the idea of temporary racks or open coat racks in this area.
- There needs to be a location for the bookstore. Some suggested this function could move into Conover.
- The angled geometry of the new entrance vestibule was still considered a positive element and should be considered for the refined design.
- The Greeting Hall could serve a more intentional purpose as the art gallery space.

New Elevator and Lower Level Lobby

- With the new elevator the archive room is eliminated. During programming, the Simpson House was identified as a possible location for relocation of the archives. This program area is not captured in the new design.

Renovated Gathering Hall (lobby in front of Bragg)

- Sound transmission between greeting, gathering and Bragg is improved but not solved with the reorientation of the building entrance. A more physical separation may help the issue more, but a sound vestibule would be a better solution if it could fit within the budget.
- It is important to make the Gathering Hall a defined space and create the physical and acoustical separation between the Gathering and Greeting areas. However, too much separation goes against the design concept of connections. These two conflicting needs must be reconciled.

New Addition (includes music, administration and meeting spaces)

- Dianne expressed concern about the large views into the open work areas and the tendency for those areas to collect clutter and be messy.
- The addition of the planting beds on the west is positive, but attention should be given to the impression of giving walking paths and the use of high plantings vs low plantings to encourage the views in and out of the building while leaving opportunities for banners or other messages on the available wall space.
- The music room could still double as a small chapel space if the interior could be treated appropriately. The storage component should be hidden from view to allow this function and locked for security.
 - Anthony's desk can be located at one of the touch-down stations in the admin office area.
- The open halls appear to be good opportunities for small gatherings and interactions. Furniture could be designed and placed to encourage this activity.
- The new addition should not be referred to as the "Admin Wing" since it provides so much more than office space and includes multi-use spaces for people and for music.

Budget

- The design and scopes of work represent a total project budget closer to \$2.75 million. There was consensus the estimate could not exceed the project budget of \$2.5 million. The group agreed to remove the Conover renovations; reduce the scope of the element on the north face of Bragg; tighten budget numbers, reduce the owner contingency and increase the construction contingency up to 7.5%.

General Talking Points

- Safety and Access are key elements important to the congregation. In our presentation we should identify the scopes of work that are addressing these concerns including fire sprinkler, code compliance and site improvements.
- Music room as a multi-purpose space, meant for particular functions.
- Plan for parking is a combination of operational changes and improvements to the existing parking lot.



Next Steps

- This was the last meeting of the Architectural Design Task Force.
- GW will present the design concept to the Board of Trustees on Wednesday, November 18 at 6:30pm. The presentation will be no more than 30 minutes long with 15 minutes for Q&A. The presentation will be a “dress rehearsal” for the presentation to the congregation.
- The presentation to the congregation will still take place on Sunday, November 22.

The preceding is our interpretation of the occurrences and conversations. Please contact us if any details appear to be in error or if you have questions or comments.

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