

Building Renovations Steering Committee Minutes

August 4, 2016

Members Present: Jane Wilson, Lamar Hicks, Ruth Robarge, Diane Cassity, Bonnie Postlthwaite, Bob Miller, Diann Spencer, Chuck Downing, Tom Everitt, Don Wakefield.

Phase II Design Task Force Report: Sunday's chats with RE Parents before service and the full congregation after service went well. Diane will be posting "questions and comments" taken from all sessions. Main concerns centered on the possible location of the elevator, a lobby bathroom and light/windows in the lobby. Conversation about congestion around the elevator brought suggestions to set back the elevator. Concern about a bathroom opening on the lobby raised suggestions including making it just for the administrative wing and perhaps later putting an additional accessible bathroom in Conover. In option 4 we lose the south windows and gain windows on the west. Concern was expressed about losing the winter southern light and getting hotter and harsher western light. In discussing this with the architects the idea of solar tunnels or skylights was discussed. The roofline would not allow story windows or transom above the administrative wing. Other comments were supportive of the renovation, including that we won't be doing this again soon so we should go for it. Most comments and discussion centered on option 4.

Upcoming plans include table discussions with members of the Steering Committee and PIIDTF members at the Sunday Plus Lunch August 7. Diann will create large posters featuring option 4 and some of the financing information. A free Wednesday night dinner is planned for August 17. Cooked by the Cassity sisters members of the Steering Committee and PIIDTF will be available for table discussions. Another church chat is scheduled for September 18. There is also a "permanent" Renovation table in the lobby. Plans are to make it an information/comment gathering kiosk.

Construction Task Force: A list of potential members of the CTF has been created and the chairs will be contacting them shortly. These potential task force members are all members of the congregation and selected to meet the skills identified for specific assignments that the task force will be required to complete not limited to; grounds, transitioning, contractor selection, color/style/material selection. The Steering Committee made a couple of additional suggestions.

The CTF also has created their charter. Several suggestions were made for minor alterations such as including the task list and including WO/MO hiring practice expectations. It is expected the charter will be approved at the next Steering Committee meeting and posted thereafter.

Communications: Upcoming dates were reviewed, including the Special Congressional meeting October 2. We will need a 30% quorum as we will be encumbering the congregation. Notice must be given 30 days ahead so will need to be in the September Flame. The meeting notice will also be in the Friday Email as well as announced from the pulpit three consecutive Sundays before the meeting. Information about this meeting, including the required notices, will be confirmed with the Board.

Capital Campaign Financial Report: Bob reported that at the end of June there was about \$160,000 in the bank. July has brought in one large pledge of \$65,000. With the new bookkeeper on board we should have July and August end of month statements for our September meeting, and will be able to provide future statements more timely. He will work on creating a monthly report projecting income from the Capital Campaign.

Jane and Lamar will contact the Capital Campaign co-chairs for information regarding members who did not pledge, and then determine if further action is needed. Income/expense projections will be available.

Next Meeting: September 1, 2016 6:30PM. Please note, this is the Thursday before Labor Day.