

DATE	10 July 2016
PROJECT	All Souls Unitarian Universalist Church – Kansas City 2015.351
SUBJECT	Phase II Design Task Force Meeting
BY	Amy Eckhoff, AIA, NCARB
PEOPLE INVOLVED	Diane Cassity, Bonnie Postlethwaite, Holly Miller, Diann Spencer, Bill Wright, Kevin Wineinger (Bill Raney not present)

CODE STUDY

- Amy discussed a few points from the code study that are noted as cost items in the budget. These include:
 - The code study has been revised to eliminate the need for a sprinkler system. The existing building can be made compliant with the existing fire separation walls if the fire rated separations between corridors and stairs are restored.
 - There is a general requirement for stairs to exit directly to the exterior. If west stair is to remain, review with city will be required to ensure the existing condition (exiting through the lobby) can remain.

SPACE UTILIZATION AND FLOORPLAN

- Amy reviewed the space and area program comparison between program established and area allowance that fits within budgets.
- The committee generally agreed with the space and area priorities, but noted that the desire for a space for music is still high on the priority list.
- Holly emphasized the need for the new design to recognize opportunities for future growth and asked the team to consider if structure could be reinforced to accommodate a second floor or if floor plan could accommodate future expansion. There are significant cost implications to reinforcing the structure for a future second floor.
- Kevin illustrated the proposed location for the new elevator, taking the space currently occupied by the coat closet.
 - Diane expressed concern about the vestibule entrance creating too many corners. This is logistically difficult for transporting materials (i.e. on dollies or carrying larger items) and for those with limited mobility (wheelchairs or walkers).
 - There is additional concern about increasing the bottleneck that occurs at the corner by adding an elevator entrance.
 - The group agreed the location does make sense functionally and logistically. Kevin and Amy will look at best ways to locate the entrance.
- Kevin reviewed two primary options for the floorplan of the new addition. Option B is most similar to the original design concept with a smaller footprint, more regular shape and

entrance location consolidated to the west. Option A represents a new way of approaching the addition.

- Both options represent efforts to achieve the following goals:
 - Create a connection to the west, offering a more visible, welcoming and inclusive entrance location.
 - Place the entrance close to the administrative staff, allowing visibility of those entering the facility and ability to secure the admin wing from the rest of the church during regular business hours.
 - Create a prefunction area that offers some sound buffer between the entrance and the lobby, allowing welcoming of visitors before they enter the lobby space.
 - Offer a multi-function space that can serve multiple uses for prefunction gathering, meetings, group activities, “green room” space, etc.
- Option A offers the following additional benefits:
 - Phasing of construction: the new addition can be constructed before demolition of the existing administration wing.
 - Regularized structure: the long narrow addition offers a repetitive structural system which is more cost effective.
 - Location of restroom immediately adjacent to the center core creates a shorter connection to the existing plumbing, making the new restrooms more cost effective.
- The group reviewed the sketch plan of the administrative area and had the following comments:
 - The senior minister office should be a generous and significant space, large enough for meetings and library. Minimum 200 sf (existing is over 300 sf).
 - Visitors to the senior minister should not have to pass through the entire administrative office, especially if they are in distress or meeting on a private matter.
 - It would be beneficial to move the RE minister up to the admin wing. This should be a private office.
 - Accounting does not require a private office but does need some visual privacy and locking file cabinets.
 - Restroom accessible from the admin wing is still important.
- Additional plan comments:
 - A space for music is needed.
 - Like the idea and flexibility of the pre-function space west of the existing stair. Debate about need for doors to create more sound separation, since doors would likely be held open most of the time. This could be beneficial if the pre-function area encourages conversation.
 - Positive response to relocation of courtyard area to the west.
 - Keeping daylight and clear wall space for art in the lobby is important.
 - Can multi-function room serve as chapel space and music room? Location shown in Option A is ideal for this.
 - Space for coats must be included in the pre-function area.



BUDGET ESTIMATES

- Amy reviewed the updated project budget estimates and line item budget comparisons.
 - \$1.1 M option covers priorities 1 through 5 (maintenance, repair and an elevator)
 - \$1.6 M option also includes cost for a 1,800 sf new addition to replace the existing west administration wing.

NEXT STEPS

Refinements will be sent to committee via email for review. Kevin and Amy will refine the plan concepts based on the feedback, working to make the space more efficient and flexible.

Diane and Kevin will schedule a meeting with Kendyl and/or admin staff for next week to review the administration area program requirements.

- July 24, 2016 Interim Presentation to congregation: options for scopes of work and funding concepts (exterior aesthetics will not be addressed in this presentation)
- October 2, 2016 Tentative Date: Obtain congregation approval

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.

END

