

Report of the Building Planning ad hoc committee for December 2009

Garden project

AFSC intern Aaron Moore proposed a garden at the meetinghouse. An emphasis will be on growing traditionally local food, as well as food that is grown in conflicted parts of the world, and exchanging seeds with people in those parts of the world, bringing awareness to the plight of those farmers. He suggests some food be given to local shelters. This proposal is being looked at by building planning, children's ctte, and P&SC. (Contact Ian Ford or Sayrah Namaste for the full 2-page proposal.)

We feel the meeting should support this. Here are some specifics:

- Leadership and time contribution: We want to encourage meeting members to donate time, tools, materials, and money, but we don't think the Meeting should attempt to take on an organizing role. So people should sign up to help directly with AFSC. We're already aware of several people who want to do regular work on it. Another thing that people can donate is starting starter trays at home.
- Location: We suggest using the south half of the space bounded by the building, parking lot, alley and Bellamah St. Or if that is too large, use any part of that space. We felt that this location has the greatest chance of being undisturbed by future construction for the longest time. Since we currently have no long term construction plans, this is only based on the current thinking and not on definite plans. Also it should be well noted that this is not a guarantee of using that location forever, because the meeting might decide to build there eventually.
- Financial: We suggest the meeting donates \$350 towards the project. It is not clear to us what budget item that should come from, but suggest that the finance ctte could work that out. Also, we would pay the cost of water on the monthly water bill.
- Fencing: We suggest 3-foot low cost fencing of a temporary nature, in order to avoid having to get a fence permit. This could be hog wire (aka. 4-inch grid) stapled to 4x4 posts, for example. This will be needed to discourage walking through the garden.
- Tool storage: We want to discourage storing expensive tools at the meeting, since the building is not very secure. We suggest cleaning out the closet in the left downstairs bathroom and using that space for garden tools. The closet already contains some tools, including garden tools.
- Rainwater capture: A lot of the roof water already comes off the east side of the building. We suggest that it be channeled towards the garden, but we recommend against using tanks.
- Getting underground lines identified before digging: Ian will call when we are closer to the actual groundbreaking.
- Some items NOT discussed at the ctte meeting are: organic vs conventional, use of animal products, and composting. (Note: we are planning on getting a compost pile started again.)

Role of the committee

We interpret our role to be to recommend the long term plan for the site, given the decision that we are staying here. We are strongly considering recommending a new building and staying long term. We plan to bring a recommendation to the business meeting in the next few months. We suggest that if people have questions or concerns about this, a good Quaker process would be to come to the committee or discuss with the clerk during that time. Since the committee is ad hoc, it will likely be laid down after making the recommendation, and at that point the business meeting as a whole will consider the recommendation.

Building program

An architectural "program" is a list of activities that will be done in a building, with the amount and quality of space needed for those activities. It is not a design for a construction project and does not need to include goals regarding costs, green building, accessibility, or other features. Approving a program is one step in a series of steps, which says that we are clear about the kinds of activities we want to be able to do, but does not commit to any specific building plan.

In 2004, the meeting approved a program for an expanded facility. The planning committee was asked to review that program. We reviewed it and have a modified version to present.

Each bullet point does not imply a separate space for that item - a large number of different activities can be accommodated in a few spaces.

Building Program

Prepared by the building planning committee for the December 2009 business meeting.
Based on the program that was approved in 2004.

The development from this program should reflect Quaker values - such as: green building and simplicity.

Highest priority items

- Areas that need to be wheelchair accessible: meeting room, first day school, kitchen, bathrooms, and all new construction.
- Four (or three) indoor spaces for classes during meeting
- Kitchen sized to cook for 100 people, to be used by kids during worship, and with sanitary washing system.
- AFSC offices
- Finished exterior look
- Parking lot
- Storage for tables and chairs out of sight of meeting for worship

Meeting for worship (and business), and First-day school

- entry space with coat rack or coat room, kid-height coat hooks, name tags (low priority)
- sound insulation between entryway and meeting room
- reception / milling-about space for 25 (low priority)
- space for 75-125 people in meeting; heating and cooling equipment should be quieter and more effective
- second smaller worship space for use at the same time as the big space
- piano in worship space
- piano in children's space
- kitchen use by kids during worship

- four (or maybe only three) indoor spaces for classes during meeting, each one with good soundproofing, reasonable access to outdoors and the meeting room, and natural light
 - * *babies/toddlers 250 sf – changing table, sink, next to bathroom, no visual connection to worship room*
 - * *preschool age 250 sf – with supply closet (shared with three upper age groups)*
 - * *multipurpose room 500 sf – This would be dividable into two equal sized rooms for elementary age and mid-school if necessary, or used as a large room. We expect this room to have a lot of other uses besides first day school.*
 - * *At least one children's space that is exclusively for children, so they can leave projects out during the week.*
 - * *(Also suggested that the kids rooms can be of unequal size)*

Social time and play time

- music – piano and songbooks, possibly a piano located in a living room area
- coffee/tea service, mugs adjacent to meeting or social room
- couches and living room feeling in central place – should be intimate feeling, not too big (wood stove?)
- outside play space: fully enclosed space with visual connection to social hall; play equipment?
- outdoor active space for dancing, etc.
- basketball half court (may be unnecessary because there is a court at Wells Park)
- place to watch movies

Work of the meeting's committees

includes ctte meetings, adult ed,...

- comfortable small meeting space(s) for groups of up to 15
- bulletin board and mailboxes – as listed below
- keyless entry (member entry code changed infrequently)

Potlucks and food prep

- kitchen sized to cook for 100 people, but more often 50
- serving counter, also space to put your potluck item as you come in
- space for 100 people to eat sitting down somewhere in the building
- additional space to eat outside
- ability to sell products prepared in kitchen
- plates, silverware, cups for 100 (not disposable), with convenient and sanitary system for washing, including a dishwasher
- trash cans (also see site maintenance section)
- easy system for cleaning the eating area
- cooking accessible to children during meeting or at other times (stools or low counter)
- compared to current kitchen:
 - ◊ floor area doesn't need to be bigger
 - ◊ double fridge space
 - ◊ double counter space
 - ◊ add dry food storage

Information exchange

- library shelves, with self check-out system (Sizing: Sarah M says we could use all the space in the current library that is used for other things, which is roughly a 50% larger library; we suggest doubling the size)
- periodicals display – not blocked by chairs as they often are now
- table and bulletin board space for posted information, handouts, guest book, etc. (table space and bulletin boards would be doubled from their current size)
- mailboxes, about twice the total size of the current set of boxes, with more tall vertical ones and more overall mailboxes
- white board
- personal notices board (for rent, etc.) (important!)
- a bulletin board space for each standing committee and several others for ad hoc committees
- a bulletin board for AFSC
- phone and answering machine, or answering service, or wireless phone, or redirectable phone number
- a table for displaying books and other small items for sale

- internet access
- audio/video component cart with locked closet space

Weddings, dances, and other celebrations

Primarily as a rental service.

- dance floor
- keyless entry (special event entry code changed for each event)
- easy cleanup system

Office work including AFSC

- private AFSC offices for two people – 250 sf, separately locked
- another office space for a future nonprofit tenant – 250 sf, separately locked (the tenant may be a project of the meeting)
- meeting office – 180 sf, separately locked, including a safe
- space for AFSC to hold large meetings and work on projects (cleaned up at the end of the day)
- equipment nook – 100 sf, lockable. This would be a wide closet with ventilation adequate for copiers and other shared office equipment. It would be on one side of a multipurpose room that adjoins all the offices (and this room could also be a first-day school room, etc.)
- keyless entry (member entry code changed infrequently)

Overnights and retreats

- beds for 4 people in one room – This is envisioned for adults to use with teen retreats (very campy), not as a substitute for real hospitality.
- separate closed off bedroom for 1-2, possibly with private bath (can charge for its use)
- floor space for dozens (but limited by one shower)
- access to kitchen, bath
- accessible shower (possibly in addition to the existing shower)

Drop-in visiting/respice

includes Friends dropping by for respice and the community that just happens, as well as the way we interact with the neighborhood.

- space for 4-8 to sit in quiet shade outside, with abundant plant life, water feature, barefoot OK
- porch swing
- outdoor furniture
- keyless entry (member entry code changed infrequently)
- quiet meditation space (but this would not be a dedicated room, so it would not be available all the time)
- couches and living room feeling in central place

- NO dropping in on the caretaker
- street-facing shaded benches (low priority)

Teen group uses

- space for teen group to use, not necessarily during meeting – 12 people
- space for large game like a pool table
- sound insulation
- access to teen space by teens outside of meeting times

Spiritual practices other than meeting

- peace garden (*same as the items under drop-in topic?*)
- labyrinth, footpaths
- outdoor space to accommodate people in a circle

Nonprofit meetings, presentations, workshops

Primarily as a rental service, including mediations.

- space for 75 to sit either in circles or in rows
- stage, podium, easel or whiteboard, and related supplies
- provision for amplified sound system
- ability to use computer projector and slide projector with screen (outlets) – but meeting will not have the equipment
- 3 simultaneous breakout rooms with seating for 10 each (more?)
- coffee/tea service with easy cleanup
- keyless entry (special event entry code changed for each event)

Resident friend apartment

- small 1 bedroom apartment for resident friend, with its own kitchen and bath
- parking adjacent to apartment

Parking, and maintenance and security of buildings and grounds

Also see items listed under storage.

- parking with permeable paving
- dumpster and trash collection
- recycling system near kitchen
- trash and recycle bins throughout building
- outdoor lighting
- composting

Garden

Also see items listed under “spiritual practices other than meeting” and “drop-in visiting/respite”

- 200 sf semi-shaded garden space for food production with winterized spigots (TBD whether this will be a “community garden”, a garden for children, or for salads after meeting)
- solar greenhouse or atrium; possibly tropical trees indoors (low priority)
- other planting areas
- a water feature of some kind
- irrigation

Storage

- Chair and table storage adjacent to meeting/social rooms – 100 sf
- first-day school closet – 50 sf
- storage for pass-through contribution, where the duration of storage is typically less than one week – 25 sf
- outdoor shed for tools, ladders, banners, recycling – 80 sf
- Paper supplies and cleaning – 75 sf (not necessarily in the same space)