

Trinity Facility Oversight/What If Team
Minutes of the Meeting of February 19, 2008
7:00 p.m. Family Center

Present: Scott Simmelink, Scott Heemstra, Jodi McDonough, Dave Mars, Brian Hector, Dave Van Den Brink. Jon Opgenorth

Guests: Bernie Reed and Todd Brown from Brown Church Development Group

1. Scott S opened with prayer.
2. Meeting was turned over to the team from Brown Church Development Group. Their power point is hoped to be included in these minutes. General comments follow
 - a. Brown has two offices; one in Kearney, NE and another in the Chicago area
 - b. Opening comments:
 - i. They have two architects, one in each office
 - ii. Starting point is the Strategic Ministry Plan. Then evaluate how the building needs to fit into that.
 - iii. "If you ask people the wrong question, you will get the wrong answer.
 - iv. Architects typically do not understand "Sequential Ministry Growth." Brown brings this aspect to the process.
 - c. We were walked through the process that they follow. The attachment labeled "Steps to Success" explains their process.
 - d. We watched the video from their website describing the success story that they had with a church from Colorado.
 - e. They then walked us through the Total Program handout.
 - f. Additional comments:
 - i. 5.5 x the annual income is a typical number that describes what can be afforded by a church.
 - ii. Churches typically mortgage most of a project and pay it off with back-to-back 3-year capital campaigns. Typical campaign will bring in 2-2.5x annual income
 - iii. The church needs a Ministry Plan, Building Plan and Financial Plan
 - iv. Prefer buildings to be one level. If a site works, they will consider a multi-level
 - v. BCDG works as a one-stop shop company. They do the "consulting" work on the front end to develop the Owner's Ministry Requirements (OMR) document (steps 1-3 of the process). Then they do the "architectural work of programming, master planning and design (steps 4-6 of the process). Finally, they act as the "general contractor" or "construction manager" during the construction of the project (step 6 of the process). They do all of this with one contract for the church.
 - vi. Project superintendent will be a Brown employee. They will likely sub most everything out with local contractors. They have the capability to be a full-service construction firm. Todd stated, "I can build the entire building myself."
3. Questions asked:

- a. Scott S—you have a magic formula to do the whole thing... Answer: You can only build what you can afford within the range of the cost per square foot identified.
- b. Jon O—how many churches do you work with at a time? Answer: Maximum of 15. Only 4-8 churches are in construction at a time between the two offices
- c. Jon O—we want to be responsibly environmentally friendly. How much do you work with this? Answer: We have competency, yes. However, we do not necessarily go for LEED certification. On the flip side, no church has decided to build less building footage in order to be more environmentally friendly. When initial costs are higher for some “green” choices, a church will need to make a choice between being green versus adding two classrooms. The decision has to be made in context of the ministry impact.
- d. Dave V—do you have any experience with a split campus? Have you seen a drop-off in attendance? Do you have any statistics, etc.? Answer: Very dependent on location. Two sites here in OC is very different from two sites in Newton, IA. Churches with small groups as part of their core ministry can pull this off better.
- e. Todd would predict that with relocation, most churches get the exact same number of square feet—it is just much better use of the s.f. Phase II is when you really get the “Wow” factor.
- f. Sanctuaries always change with Phase II projects. Usually the first starter sanctuary for new church buildings is a multi-use space. The easiest area to have a give & take is to combine the fellowship and sanctuary space—put it in the same block of space.
- g. Scott S—it is quite a distance to Kearney, NE to OC, IA. How do you deal with that? Answer: They engage local subcontractors. They have their own service department that can help with problems. They can always send a crew up.
- h. How do you deal with sound? Answer: They control all sound with the sound equipment and absorption panels. They do not use a sound/acoustic engineer. They feel it is a waste of money to make it acoustically perfect.
- i. Dave V—what fees do you charge? Answer: They charge on a lump sum basis with a guaranteed maximum. They always do all aspects of the project roughly speaking, we will pay 3-5% of the entire project in the strategic thinking-team building & discovery-owner’s ministry requirements-Preliminary design and budgeting (pre-design-master planning-schematic design) steps (Part 1). Then we will pay roughly 5-7% of the entire project for the Final Design (design development) step (part 1A). These two steps add up to 10% of the entire project. Finally, we will spend the final 90% of the entire project during the Construction phase (Part 2). At the end of the design development phase, they will tell us what the fee will be, which is when the fixed construction cost is set. For change orders, the company average is 1%.
- j. Scott H—what are typical cost per square foot numbers that you are see. Anywhere from \$115-200 sf.
- k. Scott H—have you ever had any churches start with BCDG and then stop the process? Answer: Four or five have broken down at the schematic design step. The reason was that they did not believe the real costs that BCDG was providing.

For this process to work there must be a very good trust factor between the church and BCDG. Failure happens when someone withholds the truth from the other.

- l. What are your fees? Answer: to compare to traditional arrangements, they charge 1-2% for the consulting portion, 7% for the architectural and 10% for the construction. This totals to 18-20% of the construction project costs for all facets of their work.
- m. Dave V—Are you a construction manager or a general contractor? Answer: If the church wants a local general contractor to be the general, do not hire us. However, if they want to be a subcontractor for us, we will consider hiring them.
- n. How many people engage in the upfront process? How do you get a large input? Answer: Those that help in the ministry provide input.
- o. Ownership of the project throughout the church is important to us, how do we accomplish this? The purpose of the OMR is to bring them along and help communicate to people. It is important to establish that “Ministry dictates ALL decisions.”
- p. 100% of BCDG’s work is with churches, but they will not work with everyone. They have four core values that are non-negotiable and the church must hold these same values:
 - i. The Bible is infallible—the ultimate truth
 - ii. Salvation is by the grace of God
 - iii. Sanctity of Life
 - iv. Sanctity of Marriage

Bernie, Todd and Scott left at 9:40 pm.

1. Scott handed out draft team charters for the In The Mean Time (ITMT) teams for the fellowship hall/video venue and ministry space.
2. Scott asked the team to review the documents for:
 - a. Content
 - b. Team members
3. We will finalize at the next meeting.
4. Meeting adjourned at 10:30, which seems to be the earliest we can get out for some reason.

Submitted by Scott Heemstra