

Trinity Facility Oversight/What If Team
Minutes of the Meeting of February 5, 2008
7:00 p.m. Family Center

Present: Scott Heemstra, Jodi McDonough, Karen Barker, Dave Mars, Brian Hector,
Dave Van Den Brink.

Guests: Dean Van Roekel, Edward Storm, Toi Sullivan, all from FEH Associates, Inc.

1. Scott H opened with prayer.
2. Meeting was turned over to the team from FEH. Their power point is included in these minutes, so this scribe will not attempt to repeat the effort. Points made but not in the power point follow:
 - a. Schools and churches are the mainstay of this company
 - b. After Trinity's purpose/mission statement, what is our unique calling in our site?
 - c. What is the urgency? What is driving this at this time?
 - d. Buildings need to be ministry driven
 - e. Architects become part of the team
3. Dean asked if we had questions.
 - a. Jodi M – What about balconies? We don't see balconies in their work.
Answer: It's high cost seating. They will do it if the client wants it, but it's not their first choice.
 - b. Scott – What about LEED certification? Answer: Several people in the office are LEED certified. (None at our meeting.) Many churches are so strapped for money in the first phase, they sacrifice the green elements because of the cost. "We were green before it was popular." "A lot of being green is common sense." This scribe wonders about that. Perhaps for some it is.
 - c. Dave VDB – (regarding the programming summary) Where does this come in the process? Answer: Prior to the charrette.
 - d. Scott H – How many iterations of the programming summary are we seeing? Answer: Couple.
NOTE: We were given a couple of programming summaries to look at. One was extremely thorough and we were impressed. Thus the questions.
 - e. Dave VDB – Do you always do a charrette? Answer: That's up to the church and what the best process is for them.
 - f. Scott H – How long does a programming summary take? Answer:
Depends on the church.
 - g. Dave VDB – How do we decide what things go into each phase? Answer:
Depends on the priorities of the congregation.
 - h. Scott H – What other consultants do you work with typically? Answer:
Depends on the work-load, the timing, the area, etc. Structural engineer and interior designer are in-house. Acoustical is key. Design/build is advantageous for AV (R&D is good out of Milford. EDA out of Sioux Center is good with lights.)

- i. Scott H – What are your costs? Answer: Between 7 & 8 % of construction costs. Programming and master planning is included. It's all negotiable. Depends on what service you want. Mechanical/structural is included. Charrette is included.
- j. Dave M – If we hire you, do you have the time? Depends on the timing. In the next month? No. Next year? Yes. We need to project the growth of staffing, maintenance, etc. for the new facility. \$125/foot for classroom and office. \$175/foot for worship space, not including seating, AV, etc.

9:00 + the FOT/WIT met separately.

1. Brian Hector will check Generis' references. Assuming they come back positive:
2. MSC to use Joe Brands of GENERIS as our capital campaign consultant with the campaign to begin in the fall of 2008. (See attached.)
3. At this point the team was getting more than a little tired and slap happy. Brian and Scott were playing footsies (Or was it kicking each other under the table? Hard to tell.) and Scott and Karen got in a fight about women using maiden names. ☺
4. Discussion of our current process of getting new members involved.
 - a. How do new members get tithing envelopes?
 - b. What if we had a new members class that included stewardship?
 - c. What if the deacons played a larger and more intentional role in stewardship training?
 - d. What if we had more ministries starting up so that more people were involved?
 - e. What if new members filled out a form stating what they'd like to be involved in? (Karen reminds the team that it is her memory that the membership form does include this question in some form. So, perhaps the question is what happens to that information after the person becomes a member?)
 - f. We don't exist for our members. We exist for our non-members.
 - g. What if we had someone on staff to plug new members in? A person who actually had the time to do that? What if we had a volunteer coordinator?
5. Scott returns us to the question of the architects. He asks each to say what s/he is thinking at this point. (NOTE: Not all of us saw/heard the presentations of each group.)
 - a. Dave M – He enjoyed FEH. Then CMBA.
 - b. Jodi – Agrees with Dave.
 - c. Dave VDB – Likes FEH. Likes DBA but needs to see the churches they've designed. Maybe all are too similar?
 - d. Brian – Of FEH and DBA, he leans toward FEH. DBA's were very similar. FEH better known.
 - e. Karen – Partial to CMBA. Trusts their aesthetic and the way they listen.
 - f. The scribe wonders where Scott's vote is. Did we let him get away with not speaking his own mind?
6. Scheduling.

- a. March 16th remains our date for our first Sunday evening session with the ministry staff and Leadership Team, even though Jodi will not be there.
 - b. No meeting next week. Take your valentine out.
 - c. Feb. 19 Brown 7:00
 - d. Feb 26 Harvestime 7:00
 - e. Feb 28 Cogun. 7:00
 - f. March 13, 20, and 27 at 8:00.
 - g. March 30, April 6, 13, 20, 27 for the targeted congregational meetings.
7. Meeting adjourned at 10:30, which seems to be the earliest we can get out for some reason.

Submitted by Karen Bohm Barker