



Meeting Minutes

Shuksan Auxiliary Gym Planning Committee Meeting #1

November 5, 2018 7:30 a.m. – 9:00 a.m.

Members Present:

Amy Carder, Principal Shuksan Middle School
Ron Cowan, Executive Director of Capital Projects
Mike Copland, Deputy Superintendent
Jessica Sankey, Director of Wellness
James Hayes, Shuksan Parent, SMS Wrestling Coach
Scott Larrabee, Physical Education Teacher
Hazel Clapp, Social Studies Teacher, SMS and SQHS Basketball Coach
Brian Porteous, Math Teacher, Bellingham Girls United Wrestling Coach
Dana Smith, Communications Manager
Terry Brown, Zervas Group Architects

Amy Carder, principal of Shuksan Middle School, welcomed everyone and thanked them for sharing their time and expertise in helping design the new Shuksan Auxiliary Gym.

Committee members introduced themselves to one another and shared their connection to the project.

Ron Cowan, Executive Director of Capital Projects and School Facilities reviewed the [Committee Template](#), explaining the importance of the group all having a clear understanding of its purpose and work, and that its role is advisory to the Superintendent.

The committee reviewed the meeting schedule:

7:30 a.m. to 9:00 a.m. on November 5, 19, 26 and December 3

The new gym will be completed no later than August 2020. The committee all agreed that if possible, it would be great if the new gym was completed by April 2020 for the start of Girls Basketball. Terry Brown, Project Architect from Zervas Group Architects, indicated that his team would work hard to see if that early completion date could be met.

Terry familiarized the committee members with the [proposed site plan](#) and explained that the scope of the project is to build an additional gym that is about 10,000 square feet in size. He stated the overall project budget (not just construction) is \$4.2 million.

The committee reached consensus that it made sense to locate the new gym on the south side of the existing school, east of the bus loop.

Terry shared the [initial floor plan](#) and the committee reached agreement that the proposed two-court layout would be best.

Committee discussion ensued on several other items:

- It was preferred that the new restrooms be accessible from the adjacent playfield for use by those participating in football, track, etc., alleviating the need to go into the main building.
- Should we consider gender neutral restrooms?
- If possible, it would be great to create a Drying Room/Storage area adjacent to the new restrooms. This will be considered as a possible Bid Alternate and built if funds allow.
- Spectator seating (small retractable bleachers) in the new gym is important.
- A divider curtain, sound system and scoreboards are essential.
- Natural light is important with clerestory windows preferred over lower level windows.
- The height of the new gym should be the same or close to the height as the existing gym to provide enough clearance for volleyball, basketball and other activities.

Ron explained that between now and the next meeting Terry and his team will take the above items into consideration and bring a revised floor plan to share for further discussion and refinement. In addition, an attempt will be made to schedule a Pre-Application meeting with City of Bellingham staff to find out planning and land use requirements associated with the project.

The next meeting is scheduled for November 19, 2018 at 7:30 a.m. in the Shuksan Middle School Conference Room.

The meeting adjourned at 9:00 a.m.