



## **Meeting Minutes**

### **Shuksan Auxiliary Gym Planning Committee Meeting #2**

**November 19, 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 Anderson, Director Buildings and Grounds/Capital Projects Manager  
Jessica Sankey, Director of Wellness  
James Hayes, Shuksan Parent, SMS Wrestling Coach  
Brian Porteous, Math Teacher, Bellingham Girls United Wrestling Coach  
Greg Holmgren, Assistant Principal on Special Assignment, Athletics/Activities/Enrichment  
Dana Smith, Communications Manager  
Terry Brown, Zervas Group Architects  
Jon Butcher, Zervas Group Architects

Minutes from the November 5, 2018 meeting were approved.

Ron Cowan, Executive Director of Capital Projects opened discussion about next steps associated with sharing information and gathering input from students. The group decided that pulling together one or two student focus groups during the week of November 26 would be a good way to proceed. The meeting would include sharing information about the initial site and floor plans. This would be followed by asking students a variety of questions including but not limited to what ideas/questions did they have; what they like/dislike about the current gym; what are important things for us to consider as we design the new gym, etc.

Amy Carder, principal of Shuksan Middle School, will gather a group of students including student athletes (volleyball, basketball, dance/gymnastics, and wrestling), PE students, and students involved in the BEATS program. Tentative dates and times are November 27, 2018 and/or November 29, 2018 at 9:30 a.m.

The Committee also discussed how to provide information and gather input from parents and neighbors. It was decided to host a meeting on either December 4, 2018 or December 11, 2018 at 5:00 p.m.

Ron Cowan, Executive Director of Capital Projects will obtain mailing labels for those who live within 500' of the school. The timeline associated with obtaining the labels will determine whether the meeting is on December 4 or December 11.

Amy Carder will invite parents. Dana Smith, Communications Manager, will develop an invitation letter.

Terry Brown, Zervas Group Architects, shared a [revised site plan](#) that showed the location of the bike trailer, storm water detention area and where the possible alternate bid Drying Room will be located.

Terry then shared a [revised floor plan](#) that showed the divider curtain, projector/screen, scoreboards, door plan for the storage rooms, and the alternate bid bleachers. In response to the question about gender-neutral restrooms, the new floor plan includes four individual gender-neutral restrooms.

Greg Holmgren, Assistant Principal on Special Assignment, Athletics/Activities/Enrichment offered several items for consideration about the revised floor plan including adding seating on the east and west walls for better spectator viewing and adding scoreboards for the two north/south basketball courts. He explained that in making these revisions the space would better serve the middle school program. He also indicated that providing four volleyball courts in the new gym would be desirable.

The committee reached consensus that the proposed gym should be widened to allow for spectator seating on the east and west walls and additional scoreboards should also be added. Terry will see if four volleyball courts will fit within the new gym area.

The committee looked at various options associated with where the contractor staging area should be and preferred a location within the existing bus loop. Terry will see if an area can be 'carved out' of the bus loop for contractor staging while still providing ample bus turning radius for the school buses.

Terry shared that the initial thinking is to place the heating and ventilation equipment in a mechanical room penthouse on the roof of the new gym. While the new gym will have new equipment, the controls for the equipment will be tied into the existing school controls. Committee members stressed the importance of making sure heating and ventilation duct work is high enough so that it does not interfere with gym activities.

The meeting adjourned at 8:50 a.m.

The next meeting is scheduled for November 26, 2018 at 7:30 a.m. in the Shuksan Middle School Conference Room.