



**Meeting Minutes**  
**Shuksan Auxiliary Gym Planning Committee Meeting #3**  
**November 26, 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  
Mike Anderson, Director Buildings and Grounds/Capital Projects Manager  
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  
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 19, 2018 meeting were approved with one correction.

Ron Cowan, Executive Director of Capital Projects confirmed that the student focus group meeting will be held on November 27 at 9:30 in the Shuksan Conference Room.

He also confirmed that the Parent/Neighborhood project open house would be held on December 11 from 5:00 p.m. to 6:00 p.m. in the Shuksan Library with a brief committee meeting to follow. Postcard invitations will be sent to neighbors who live within 500' of Shuksan. Amy Carder, principal of Shuksan Middle School, will send a message to parents about the open house.

Terry Brown, Zervas Group Architects, shared a [revised floor plan](#). The new plan provides for additional spectator seating by making the gym 6 feet wider (east to west). He confirmed that two additional scoreboards will be provided as well as alternate bids for bleachers (300 spectator capacity), a Drying Room and four additional basketball hoops.

As plans are refined, Terry will arrange for meetings with staff/coaches on items the type of scoreboard (district standard is wireless), the gym striping plan, etc.

The meeting adjourned at 8:00 a.m.

The next meeting is scheduled for December 11, 2018 at 6:00 p.m. in the Shuksan Middle School Conference Room.