

**Elizabethtown Church of the Brethren
Church Board Special Working Session Minutes**

July 30, 2018 6:45 PM Fellowship Hall

In Attendance: Nancy Hivner (Chair), Peg Over, Dick Keese, Duane Hernley, Frank Rhodes, Carroll Kreider (Moderator), Rich Nornhold, Rhonda Myers, Alyssa Cross (Clerk), Pastor Jason Haldeman, Brittany Hoeschle, Pastor Pam Reist, Pat Dennehy

Building Improvements Committee: Barry Garman, Lisa Clemens, Jim Hoffer

Guests: Donna Hollinger, Tom Marcinkowski (Greenfield Architects Ltd.)

I.	Welcome and Recognition of Guests												
II.	Devotions Opening prayer from Pastor Pam												
III.	<p>Updates from the Board Chair</p> <ul style="list-style-type: none"> ● Statement about the ANE District Policy on same-gender marriage has been drafted (with thanks to Judith Gibble and John David Bowman) <ul style="list-style-type: none"> ○ Once we get to an agreeable document, we need a process. ○ Action Item: Carroll and Nancy will work on putting a plan together related to distribution of the statement which will be presented to the Board at the next meeting (August 13) ● Campaign Leadership is preparing to do foundational work (identifying influential and potential strong supporters of the building program) and to approach those individuals to gauge their commitment. Teams of two are creating a list of people to visit (initially about 40 people). This is pre-campaign work. ● The Building Committee has been asked to have sketches prepared for a vote at the September board meeting, to then be presented a Special Council Meeting in late September or early October in order to fit in with the project timeline. 												
IV..	<p>Building Committee</p> <ul style="list-style-type: none"> ● Review of new sketch concept, which is based on understanding that we needed to cut about a third of the cost <ul style="list-style-type: none"> ○ No addition on the south side of the building ○ New fellowship hall on the first floor ○ Dedicated space for both tenants ○ New construction will be accessible ○ Considered areas for shared space (kitchen and some classrooms) <ul style="list-style-type: none"> ■ Sharing space with childcare center is more difficult due to regulations ● Update on July 9 Board Meeting Action Items for Building Committee: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Estimate the cost attributed to the separate childcare/nursery school space in the current sketches</td> <td>Not done yet. Premature, as sketch may change</td> </tr> <tr> <td>Estimate the cost of separate building for the tenants on our existing property and to renovate/reclaim the space for ECOB use</td> <td>\$2.5 million based on \$130/sf</td> </tr> <tr> <td>Estimate the cost of upgrading deferred maintenance items (mechanical, electrical, and plumbing)</td> <td>40% of the total project cost</td> </tr> <tr> <td>Estimate the cost of the remodel per square foot</td> <td>\$100/sf</td> </tr> <tr> <td>Estimate the cost of a new building cost per square foot</td> <td>\$205/sf</td> </tr> <tr> <td>Estimate the cost of tearing down the Education wing and rebuilding in that area</td> <td>11,000 sf. \$100,000 to demo and haul off-site</td> </tr> </table> 	Estimate the cost attributed to the separate childcare/nursery school space in the current sketches	Not done yet. Premature, as sketch may change	Estimate the cost of separate building for the tenants on our existing property and to renovate/reclaim the space for ECOB use	\$2.5 million based on \$130/sf	Estimate the cost of upgrading deferred maintenance items (mechanical, electrical, and plumbing)	40% of the total project cost	Estimate the cost of the remodel per square foot	\$100/sf	Estimate the cost of a new building cost per square foot	\$205/sf	Estimate the cost of tearing down the Education wing and rebuilding in that area	11,000 sf. \$100,000 to demo and haul off-site
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	<ul style="list-style-type: none"> ● Review of sketches <ul style="list-style-type: none"> ○ Sketches are based on demolishing the current education wing and building a new 3 story building in its place ○ First floor sketches prioritize centralized youth classrooms for ease of family drop offs (hospitality) and in doing so, the offices have been moved to the second floor. ○ Considering kitchen needs for church use and childcare use. Need to determine priority of our needs of sharing kitchen space. Could consider warming kitchens vs full cooking kitchens. ○ New plan cuts out 11,000 sf of renovation cost but likely does not get us down to \$10 million total project cost (including furnishings). New sketch is likely around \$11-12 million total project cost. <p>Board Discussion and Response:</p> <ul style="list-style-type: none"> ● We endorse the demolition of the current education wing. ● We support the idea of the church offices on the second floor, with a desire for visibility to the first floor and possible addition of a welcome desk in the narthex area. ● We want functionality in two kitchens that serve the needs of both the church and the tenants with neither likely needing to be full-scale, high-end facilities. <ul style="list-style-type: none"> ○ Lisa will take the lead on doing more research in this area and discuss the needs with both constituencies to minimize square footage and design for needs.. ● Christian Education Feedback <ul style="list-style-type: none"> ○ Need the nursery on the main level and close to the sanctuary. ○ Willing to share the preschool classrooms with the nursery school, with an understanding that this may mean that all children may not be on the same floor ○ Preferable to keep Shine (2 classrooms) and Blaze (3 classrooms + gathering space) together (ages 2 to 5th grade). ● Expressions Feedback <ul style="list-style-type: none"> ○ Needs space to secure and store equipment. Networking, computers, editing space. Does not need windows. Attic space would ideal. ● Witness Feedback <ul style="list-style-type: none"> ○ Would like a designated room in a space with proximity to high traffic areas, especially on Sunday morning for dropping off food, clothing, etc. for witness projects. ● Current Fellowship Hall can seat up to 200 at round tables. We would like to strive for 250 and want it to be on the same floor as the sanctuary. <ul style="list-style-type: none"> ○ We would like the building committee to explore some economical options that would allow for this (potentially by shifting classrooms or exploring reduced kitchen needs) ● Would like to make the courtyard a little more narrow in order to expand the gathering space in the hallway off of the sanctuary. ● Keep in mind the needs of our music ministry.
IV.	<p>Next Meetings</p> <ul style="list-style-type: none"> ● August 13: Board Meeting (commission reports due)
V.	<p>Adjournment</p>

Respectfully submitted,
Alyssa Cross, Church Clerk
August 10, 2018