

St. Antony of Egypt Episcopal Church

Building Committee Minutes

30 May 2013

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Attendees: John Stockwell (Chair), Carrie Rivers, Rod Mash, Lynda Loveday, Heidi Feenstra-Wilson, Loretta McGinley, Pat Reese, David Sorrell, Bob Hoag, Peter Stockwell, Ken Hays

Meeting convened at approximately 7:05 pm.

Opening Prayer: John Stockwell

Review of Meeting Agenda: No new items added.

Old Business:

Review of 16 May 2013 Meeting (no minutes taken).

There was discussion about the rental house on the property.

House inspection scheduled 18 May.

Tasks assigned to begin preparation for CUP:

- (1) Silverdale Water - *Peter will request a letter to acknowledge adequate water supply is available.*
- (2) Power/Phone/Cable - *Carrie will request letters acknowledging utilities are in place and available.*

New Business:

Update on Property.

Purchase went through; the property is ours!

- A home inspection was completed; summary of the report was passed around at the meeting. *John will email a copy to Building Committee members.* Inspection revealed it is a nice house, needing a variety of minor repairs.
- In response to the inspection report, Form 35 was submitted by our realtor to the sellers with a request to either, (1) repair the list of items in need of repair, or (2) reduce the sale price by \$5000. If sellers choose option (2), John S. is confident church members would be able to complete the various projects.
 - The 270 day time frame for the contingency on the sale does NOT begin until the Form 35 is signed by the sellers.

Ken Hays review of CUP next steps.

- Ken provided a handout with a list of preliminary CUP next steps.
- He addressed the issue of fireflow - determining that sufficient water volume can be delivered to the site. Ken advised for CUP purposes it was important to both project potential future growth and development for the site, as well as to ensure sufficient fireflow will be available.
- A critical next step is to hire a civil engineer to do a site survey (to include geo-tech/septic/etc.). Ken needs this survey completed in order to move forward with his planning for the property.

- *John will contact an engineering firm(s) this week and set up a meeting with himself, Fr. Bill and Ken Hays to discuss project needs/discuss costs and negotiate a contract.* Estimated timeframe for completing preliminary site survey work could be 4-6 weeks.
- Ken will plan on meeting and greeting neighbors around the property site to inform them of upcoming development plans, learn of any concerns and begin the process of fostering good neighbor relationships.
- Ken plans to photo-document the site.
- Ken will begin working on a preliminary budget analysis.
- *Another important step* Ken recommended was to schedule a two-hour programming work session of key church members to finalize a needs assessment. Key decisions that need to be made will be: how many phases will the project involve (2 or 3?); will phase 1 be the construction of a parish hall or worship space?; what is the budget for each phase, and how will the project be funded? Suggestion was made to gather both the Building Committee and Bishops Committee for this session, tentatively on 13 June. *John will coordinate with Fr. Bill and Lynda Loveday to set up a meeting and inform Building Committee members. John will inform Ken who will be at the meeting, and Ken will provide potential attendees an agenda a week prior.*
- Ken requested feedback regarding church visits to date. General consensus was the Sequim Church design was most appealing. Ken advised this church was in the carpenter gothic style, and that a traditional look (conveying simplicity, values, connectedness to the land) could be meshed with modern design to meet current and projected church needs.

Miscellaneous:

As project manager, Rod requested being kept updated on project plans/timelines.

Meeting adjourned at 8:56 p.m.

Next meeting: To be determined. John Stockwell will inform committee when the next meeting will be scheduled - possibly a conjoint meeting with the Bishop's Committee.

Meeting documents located via the following Building Committee web page link:
http://www.saintantony.org/?page_id=1843

Notes submitted by Loretta M.