



## **MEETING MINUTES**

Re: **New Memorial Middle School – Committee Meeting**

Meeting Date: November 18, 2010

From: David Monreal, AIA  
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Cc: Oscar Tapia  
Raymond Gignac  
All Committee Members

Attachments: Selected Site Option G, Floor Plan Revisions

The following reflects comments / discussions with the New Memorial Middle School Committee about the re-site of the Vella Middle School plan. Additional site options were presented along with floor plan revisions as discussed from previous committee meeting.

The next committee meeting is scheduled for December 2, at 3:00pm.

If any of the information contained herein is contrary to your understanding or would like to add additional comments, please contact me and I will make revisions/additions and re-distribute to the group.

### **Site Comments for selected Option “G”**

- Bus Loop should have (1) drive.
- Increase size of parking area at athletic fields. Include some of the teacher parking from the front of the school to this parking area to increase the count.
- Separate drive into athletic parking area from Bus loop drive.
- Practice field should be next to football field and track.
- Bleacher seating at football field should be located within the security fence around field.
- Preference is to have bleacher seating on both sides of the field for home and visitor side. Provide accessible walks to both sides of the field.
- Provide irrigation to “D” areas of track.

### **Floor Plan Revision Comments**

- No additional changes to teachers lounge.
- No additional changes to additional Boys and Girls Restrooms near gymnasium.
- Comment was made to possibly make Orchestra Rehearsal area larger than the Choir Rehearsal area. Current plan can accommodate square footage adjustment to satisfy this request. Verify with Band Director at Memorial.

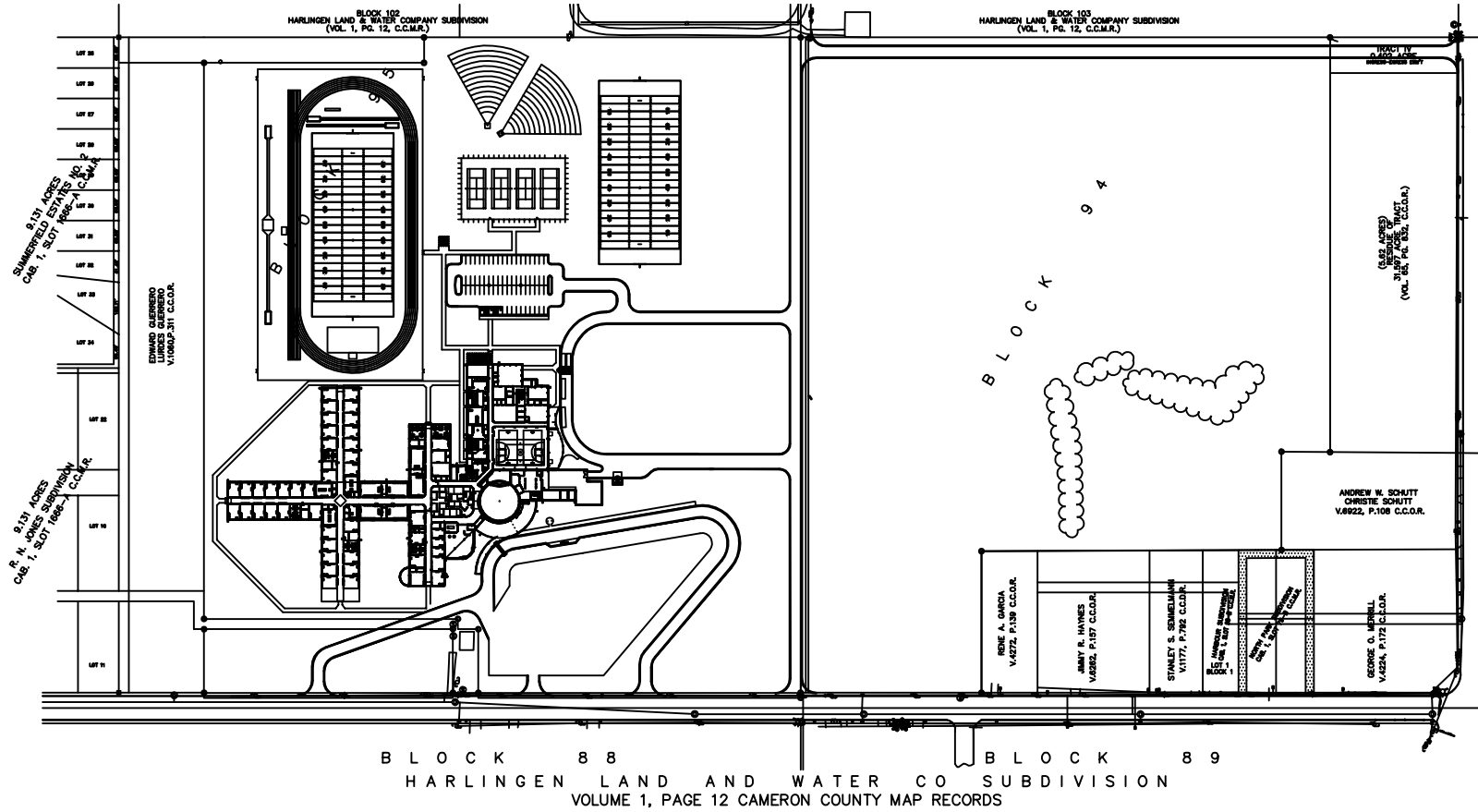


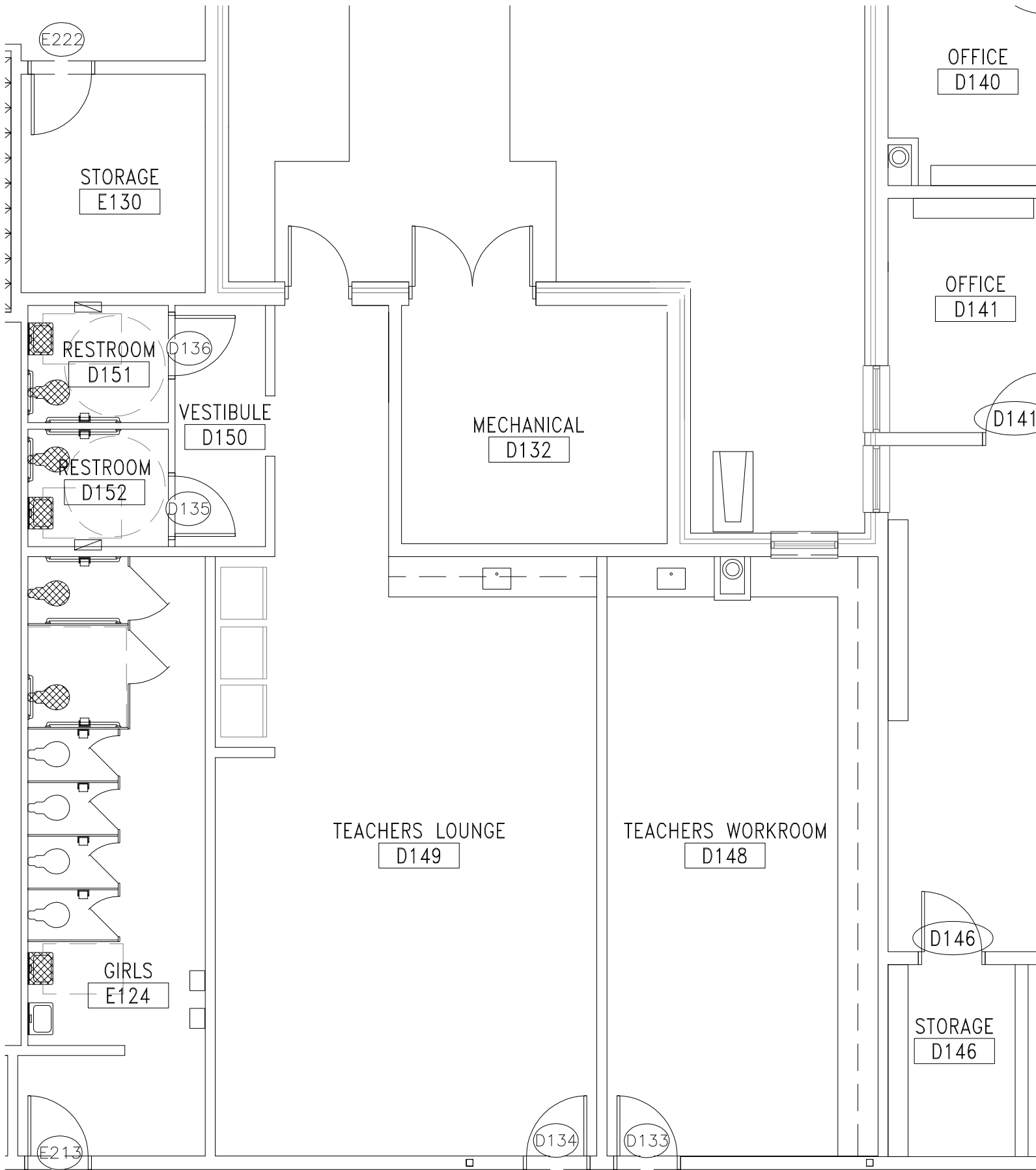
- Current added square footage is as follows:
  - Teacher's Lounge Revisions: 350SF
  - Boys and Girls Restrooms at Gym: 1130SF
  - Band Hall Revisions: 500SF
  - Exterior Storage Room for Athletic Equipment: 400SF
- Bleacher seating in Gymnasium should remain on both sides of the court. Gignac Architects to investigate seating capacity and court clearances.
- Discussion by group to revise Band Hall and Gymnasium locations (Flip current positions in plan). This would require Architectural, Structural and MEP revisions that would exceed current scope of work as agreed contractually. Gignac Architects and District to discuss this revision further.

### **New Floor Plan Comments**

- Concerns with Life Skills kitchen layout. Need more space.
- Move B.A.C. to D107 classroom and provide a restroom. Millwork layout can remain the same. Eliminate Restroom D115 and convert to a storage room.
- Boys Athletics needs more lockers to accommodate shoulder pads. Suggested 150 large lockers.
- Girls Athletics needs additional storage space.
- Provide storage space in Gymnasium.
- Provide Garden Area outside of Science Labs. Add exit doors to these areas.
- Check height of White boards in classrooms.
- Eliminate tack board surfaces in classrooms.
- Kitchen Area needs modifications. Gignac Architects will set up a meeting with Director of Food Service to discuss all revisions needed.

End of Meeting Notes.  
Mtg02





E222

STORAGE  
E130

RESTROOM  
D151

D136

VESTIBULE  
D150

RESTROOM  
D152

D135

MECHANICAL  
D132

OFFICE  
D140

OFFICE  
D141

D141

TEACHERS LOUNGE  
D149

TEACHERS WORKROOM  
D148

GIRLS  
E124

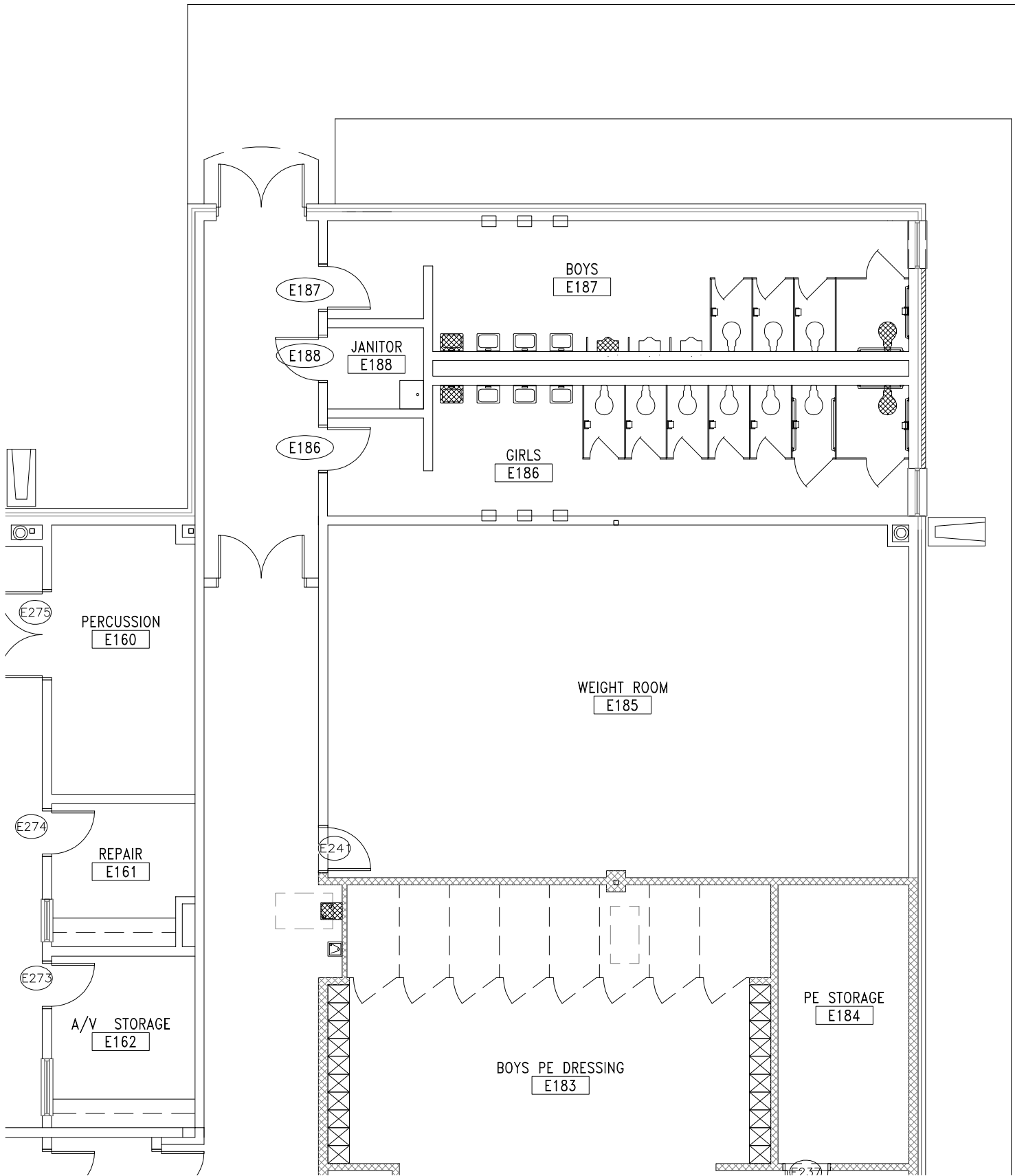
D146

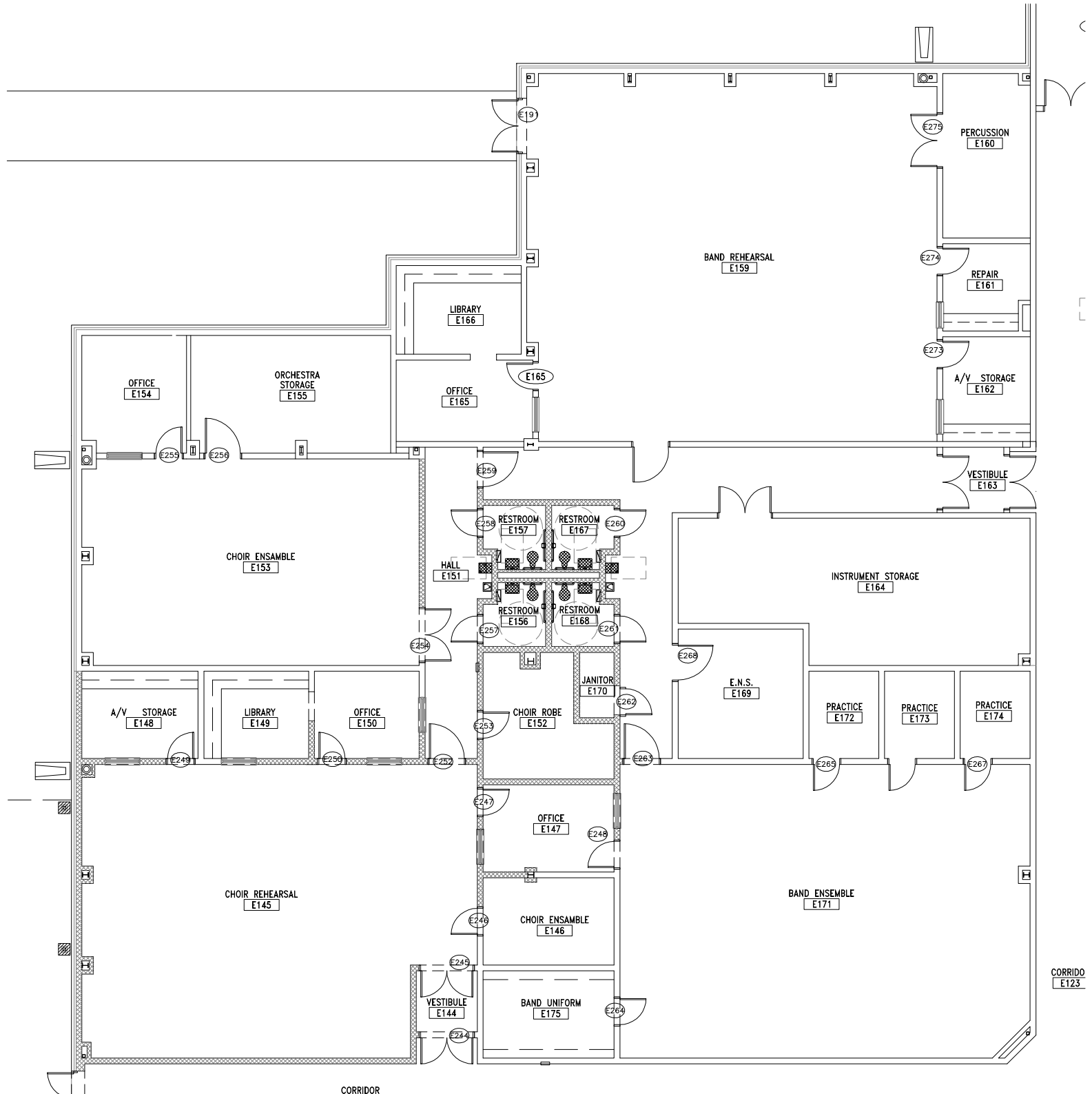
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CORRIDO  
E123