Board Summary/Actions – Committee report to inform Board on Pivot engagement

Community Center Committee Meeting

May 15, 2017 – Town Office

Attendees: Thom Lanfear, Lynda Gingerich, Shane Harvey, Rick Lambert, Crystalyn, Anna Scott, John Stapleton, Laurel, Jon Silvermoon, Emma
Via Go To: Jim Goettler, Sandra Bauer, Charlie Ruff, Ann Rogers, Paxton Hoag
Not in attendance: Thomas Brandt

Facilitator: Thom
Scribe: Lynda
Meeting convened at 6:04 pm

Agenda Items
1. Review proposal for cost modelling - Pivot
2. Approval of prior months Minutes – Tabled
3. Review document from KPFF and Pivot
4. Board motion
5. Site Plan Permit
6. Road vacation

Committee Business
Do we have a quorum? Yes, we have a quorum.

Report from John Stapleton - Pivot
John – This work is to build on the original planning that was done in 2013. The request was for cost estimates for: a basic building that just meets standards for code, a commercial building with some higher quality materials, a concept building that is non-standard shape and size. Last month an additional request was made for more details around these options and to know what each area (kitchen, indoor, outing) costs. The cost modeling will break these out.
Sandra – Did the original 2013 report represent a concept building?
John – Somewhere between a commercial standard and a custom concept building. The estimate then was a unit cost of about 20% over basic building.
Anna – At that point, we were including special artistic elements based on what our family artists wanted to contribute. The costs for these were added to the 2013 report total.
John – We strongly suggest that clients budget the amount it will cost to purchase outright and not count on donations or volunteer labor for the budgeting process. Projects like these are lengthy and partners will commit but when the time comes it can fall through.
Pivot would like to have a workshop to demonstrate what the three types of buildings are and what is included and get input on those. Then we will take that to our cost modelers and create a communication tool for you to take to the Board.
Sandra – This seems to be open ended without budget considered in the planning.
Jon – The current board has not discussed the budget for the Community Center and has not settled on a figure. The board also has not made any movement towards changing the footprint size from what was approved by the board 2 years ago.

Additional discussion about the Pivot work and the cost details.

Sandra – Will this report have some means of adjusting cost based on changing the square footage?
John – To some extent. Decreasing the size has diminishing returns the smaller the building. The size is already fairly small for this type of building. Also, this is direct cost. There is an ownership cost (soft costs) as well for things like furnishing and permits. That consumes 20 to 25% of your budget.
Rick – I don't see the point of coming up with a concept building because the fair could not afford what was presented three years ago.
Jon – I believe with a unified fair family and consensus on what we want to build, we can raise whatever we need to raise. We might want to work with a professional fundraising consultant.
Lynda – I do think there's value in getting data on something that is more expensive as a comparison point to help with decision making.
Sandra – Can we get information on phasing?
John – The building will be broken out according to use. You will see what the line items are for each area. The square feet you need to satisfy the county requirement for a meeting area is not defined. They don't say how much you need to have a community center, just that you need to have it.

Additional discussion around timeline and amount of work for Pivot (about 4 weeks over time). The committee wants to have information to give to the Board at the Board retreat the first weekend in November.

Anna: I would like to make a motion to accept the timeline proposed to perform this work by Pivot. The timeline being to have the workshop in July/August and have the report completed in September in preparation for the Board retreat in November. I would like to make a motion that Shane or Crystalyn sign this proposal from Pivot to do the work.
Jon: I second the motion.

Jon – I would like to have a report to give people at the annual meeting.

Lynda: I would like to make a friendly amendment to have a deadline of 3rd Monday in Sept. to have a finished product to us.
Jon: I accept that friendly amendment.

Jim – Are we giving the Board one option or multiple options?
Anna – The motion is to approve having Pivot do the work and to provide the report in a timely fashion.
Jon - What we give to the Board at the retreat depends on what we get from Pivot. What we get from Pivot will be a report for the Committee. The Committee can then decide what to take to the Board based on what we get. I think we will have a set of questions for the Board based on what we get.
Lynda – To clarify, this motion is asking for the Board's support?
Jon – We are informing the Board in a committee report, that with management agreement we are going forward with getting a report from Pivot. If the Board does not agree with this, they will create a motion to address it.
Anna – And that the money is coming from the funds in the General Management budget that are designated for the Community Center.

Motion Passed – Unanimous

Miscellaneous
Land User Permit: Have all the pieces but will require someone to do the narrative. This could be done by a land use attorney or consultant or other options. Will probably take three months for the county to respond on it.

Discussion around Laurel's interest to join the Committee: This would be supported. She needs to send a letter of interest to the Board.

Minutes: Charlie: I make a motion to approve all the minutes we haven't approved.
Sandra seconded.
Motion Passed - Unanimous

Meeting adjourned 7:50 pm

Action Items
Jon – Committee report to Board

Next meeting will be August 17, at 6:00pm at the town office.

Draft Agenda Items for August 2017
1. Pivot workshop