



**MEETING MINUTES**

Project Name: UW-La Crosse New Residence Halls  
DSF No. 08B3M  
EUA Project Number: 708190-01  
Meeting Date: March 24, 2009 at 12:30 p.m. – Cartwright Center

Recorded By: Jonathan Parker

<u>Attendee</u>	<u>Company</u>	<u>Email Address</u>
Doug Kuenn	UW La Crosse	<a href="mailto:kuenn.doug@uwlax.edu">kuenn.doug@uwlax.edu</a>
Julie Faust	UW La Crosse	<a href="mailto:faust.juli@uwlax.edu">faust.juli@uwlax.edu</a>
Erica Marty	EUA	<a href="mailto:ericam@eua.com">ericam@eua.com</a>
Jonathan Parker	EUA	<a href="mailto:jonathanp@eua.com">jonathanp@eua.com</a>

To the best of my knowledge, the following items represent the information discussed. If there are any discrepancies or omissions, please contact me with any questions.

Sincerely,

Jonathan Parker  
Principal

cc: All Listed Above

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The purpose of this WebEx meeting was to discuss the details of the kitchens and bathrooms at Hall Director Apartments

1. A pantry with pull-out shelves is needed within the kitchen area
2. Pull out shelves in lower cabinets is needed to make these cabinets useable. Either lazy susan or full swing doors are needed at corner cabinets to make them useable.
3. The quality of the cabinets in the kitchen at the Reuter Hall Director Apartment are poor in general. For the new hall these should be high quality units made by an experienced kitchen cabinet manufacturer
4. The kitchen at the Reuter Hall Director Apartment is too small overall. Hall Directors have a lot of social events in their apartments, and the kitchen is the area used most heavily.
5. Garbage disposal switch would be better if wall mounted, rather than in flip down drawer front.
6. Need a microwave/hood over the oven
7. How wide are cabinets? Some are 30", some are 48". Campus has had trouble with doors 24" wide and bigger. Julie suggested changing 48" wide cabinets to "three doors", and maybe access 3<sup>rd</sup> cabinet from the dining zone.
8. Should corner cabinet be a double hinged pull door or lazy susan? Doug has had both styles. Doug likes style with "fold away hidden door" option
9. Erica would like to push sink base cabinet out a couple of inches to allow a filler panel next to dishwasher to allow better clearances for door swings. Distance from sink to dishwasher is +/- 1'.
10. Should breakfast bar be flush or raised? Flush is preferred by campus
11. Should sink and dishwasher be swapped to provide more service space? Yes, campus prefers more clear area of the breakfast bar counter space over having a view form the sink to the dining room and beyond. Eric recommends a half wall with backsplash at the head of the sink if there's less than 1' of flat counter at the head of the sink (to manage oversplash).
12. What is campus's preference for drawer space? Campus liked the configuration proposed by EUA, which had one four drawer unit next to the dishwasher, and drawers at the top of typical base cabinets.
13. Bathrooms were discussed:
  - a. There is a need for a space for towel storage, etc. EUA is planning on a "linen closet" zone. What is it - drawers, shelves, cabinet? It could be any combination of these. What does campus prefer? Doors with adjustable shelves.
  - b. Drawers are needed in the counter/vanity unit. These can be next to the accessible open zone under the sink. Campus prefers to have banks of drawers on both sides of sink area
14. Campus prefers full sized stacked washer and dryer at laundry rather than side by side arrangement. Put 2' deep counter top over a base cabinet, with shelf and pole above, on one side of the stacked washer/dryer. Closet needs to be more



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than 2' deep to accommodate connections. Campus will put a drip tray below units, which makes everything slightly deeper too.

**End of Minutes**