



MEETING MINUTES

Project Name: UW-La Crosse New Residence Halls
DSF No. 08B3M
EUA Project Number: 708190-01
Meeting Date: April 2, 2009 at 11:30 a.m. – Webex Meeting

Recorded By: Jonathan Parker

Attendee	Company	Email Address
Robert Hetzel	UW La Crosse	hetzel.robe@uwlax.edu
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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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1. The Hall Director apartment plan has been flipped so that the bedrooms are not on a common wall with the receiving area, as requested. Sound control between the hall director's apartment and the receiving remains important too.
 - a. Washers and dryers in the laundry room should be up and down (stacked). Need to have the closet in the washer/dryer room "convertible" if necessary to allow for accessible side by side units to meet accessibility requirements in the future if needed.
2. Reception waiting for Office of Residence Life plans have been updated
 - a. The waiting area is more of a lounge-type space
 - b. The front of reception desk is a short wall with a transaction top and furniture desk behind it.
 - c. Wall separating the reception area from the workstation behind should be at desk height or slightly higher to hide desk clutter but not so high that occupants need to stand up to see people at the reception desk which is not staffed full time
 - d. North wall of Office of Residence Life lobby will be designed architecturally as a "piece of furniture", (cabinetwork). UW-La Crosse is O.K. with this.
3. The RA Office arrangement is okay
 - a. Can RA program storage be one room, one door, L-shaped, with lockable cabinets, with a work table in middle?
4. Combining of RHAC and NRHH spaces is O.K. with UW-La Crosse. UW La Crosse will look further at the possibility of eliminating the big storage closet and having storage cabinets instead
5. Front reception desk (main lobby) was presented
 - a. Conceptually the idea of placing the lobby furniture in a way that reflects the traffic flow through the space was well received. Some thought that the circular furniture groupings were too banquette-like and that the furniture should be groupings of individual furniture pieces. EUA will look at further options.
 - b. Should a TV be accommodated in this space? Will campus use a flat screen TV for announcements? EUA to consider this
 - c. Would a fireplace be needed? Campus did not like this idea
6. The Hall Director's storage area could be combined into one room to allow access from the "residence hall" area of the first floor. This room will need lockable storage cabinets.
7. Move door to north at south end of Office of Residence Life north-south corridor that leads to the lobby and flip computer room 180 degrees. Flip the meeting room 180 degrees also so entry door is closer to lobby. EUA should show furniture in meeting room EL 19.
8. UW La Crosse plans on a lot of different uses in the seminar spaces. Different locations for the permanent doors vs operable walls were discussed. The consensus was that UW La Crosse wants to "maximize the amount of wall that can be opened up to the adjacent open lounge area". EUA

- will investigate changing the duct shaft currently shown running north-south to an east west orientation. This would allow the dividing wall on the east side of the room to be opened even further. EUA needs to give UW-L an idea of the number of people that could be accommodated in the two seminar rooms and the central lounge area when all of the dividing walls are open.
- a. Seminar rooms will be used a lot as classrooms for first year prerequisite classes.
 - b. The dividing wall partitions needs to be low maintenance but have high acoustical performance.
 - c. Where does storage for the furniture in the seminar rooms go when the space is opened up? Is the storage closet across the hall large enough for this? Not likely. Store furniture in the receiving area?
 - d. UW-La Crosse needs furniture layout for seminar rooms with the following options:
 - i. Seminar style
 - ii. Theater Style
 - iii. Large group meeting, all rooms combined and all walls opened up
 - e. The doors from the seminar rooms to the outside could be alarmed for security reasons. A door out of game room to outside is not required or desired. EUA will determine if this is a code issue
 - f. Hall Directors like the changes that have been made.
9. Can there be any programmed space in the basement (for instance: a dance space)? UW La Crosse Housing would still like to provide a large gathering space for students in this building. An assembly space in the basement will have a big impact on the width of exits serving this space. Which area of the basement would be used for this, west (below office of residence life) or south (below a house)? Currently these spaces are being considered as alternates. The basement spaces under the office of residence life are open but not near an elevator. Before this idea gets advance further EUA needs to study the feasibility and cost of it. Scope to be studied includes: steel column and beam superstructure, ACT, painted furred gypsum walls, carpeted floors, bathrooms as needed for the amount of people who could occupy this space (EUA to determine the number of people to be accommodated. The space is big enough that its likely that over 500 people could be accommodated), a finishing/serving kitchen, lighting, IT, etc,. This space is about 7850 s.f. .

Attachments: site plan, floor plans, sketchup images of the main lobby, images of curved furniture for the main lobby

End of Minutes