



January 26, 2010

**MEETING MINUTES NO. 2
MCKINLEY K-8
LPA PROJECT NO. 29044.20**

DATE: January 20, 2010
TIME: 10:00 am
PLACE: McKinley K-8, Principal's Office

This report of the meeting's events, if not corrected within seven days of transmittal, shall be acknowledged as accurate and deemed as if accepted in writing by the addressee(s).

PRESENT

Marisa Sarian, McKinley
Rogelio Macias, McKinley
Manine Kechger, McKinley
Howana Lundy, McKinley
Trevor Bryant, Parent
Carl Vail, Laschober+Sovich
Lindsay Hayward, LPA
Nicole Mehta, LPA

DISTRIBUTION

All Present
Gerald Schober, PUSD
Steve Brinkman, PUSD
Kristina Nisbit, LPA
Matt Kingdon, LPA
Rick Musto, LPA
Wendy Rogers, LPA
Tonya Miller, LPA
Chris Coppersmith, LPA
Doug Seamark, LPA
Kari Kikuta, LPA

CONSULTANTS

(as indicated)
Tom Ruzika, Ruzika Co.

DISCUSSION ITEMS

ACTION

ITEM NO.

DUE DATE

	2.01	The purpose of this meeting was to present the kitchen/ serving area to the food service staff to receive feedback. The theater was also reviewed to understand current conditions and listen to concerns they would like addressed.
	2.02	Due to the fact that the dining area for the students will be under an outdoor lunch shelter, the site would like to have some permanently mounted heater and fans on the underside of the lunch shelter.
	2.03	Custodial staff would like a hose bib on both sides of the lunch shelter so they can wash down the area after lunch. Adequate drainage should be provided as well.
LPA	2.04	The site would like LPA to study flipping the main serving room with the Middle School serving windows to help with circulation flow patterns.

ACTION	ITEM NO.	DUE DATE
L+S	2.05	Food service consultant to confirm if vestibule is required in front of toilet room.
L+S	2.06	Site would like to know what the capacity for the serving equipment is. They are concerned with the process of re-stocking. If possible they would like to tour a serving facility that is similar to the one proposed.
	2.07	The site would like sound absorption on the walls addressed in the theater. They would also like a theater consultant or acoustician to review the balcony since this addition appears to be creating some of the sound issues in the theater.
	2.08	Site would like to replace the wooden seats if it is not a historical element that needs to be preserved. Seats are uncomfortable and hard surfaces reflect sound.
	2.09	Would like to add carpet to the ground possibly in the aisles only for acoustical purposes.
	2.10	The existing stage extension acts like a timpani. Would like to have theater consultant review construction and make recommendations on replacement or removal.
	2.11	Would like to have a control point for sound and lighting at the lower level of the theater.



Submitted by: Nicole Mehta