

Project Name UO Erb Memorial Union Renovation and Expansion
Project Number 110451
Purpose Subject Area Committee – Craft Center
Location EMU Rogue River Room

Attendees	Name	Organization
	Diane Hoffman	UO, Craft Center
	Tim Cohalan	UO, Craft Center
	Terrence Heldreth	UO, Craft Center
	Dana Winitzky	UO, EMU Facilities
	Martina Oxoby	UO, CPRE
	Jo Niehaus	UO, CPRE
	Fred Tepfer	UO, CPRE
	Consultant Team:	
	Eric Philps	SERA
	Jon DeLeonardo	SERA
	Nathan Burton	SERA
	Laura Grover	SERA
	Natasha Koiv	SERA

Discussion Items

- ADA accommodations for equipment and counters/bench access was discussed; Fred helped to shed light on university’s perspective for an area such as the CC. UO Student Use is one issue, but if community use that adds another level of expectations to meet ADA. Staff offer add’l support to use equipment if needed for student use. Building elements must be accessible. Services are to be accessible unless there is a fundamental conflict with the nature of the activity. UO will need a document for plan review that explains the approach to accessibility.
- Outdoor Glass Studio
 - Craft Center staff sent multiple options. Options 3, 4 & 5 will be drafted and reviewed at the next meeting. Options should be reviewed by Drew and by Glumac to provide comment on whether one scheme is more efficient.
 - Fred recommended a full-size mock-up to test the final scheme.
- Indoor Glass Studio
 - See updated layout provided by Terrence. This adds some pieces of equipment and locates the glass storage close to the cutting station.
 - Craft Center staff is checking to see if quick-connect is allowed for natural gas.
 - A hood is needed over the table where torch work is done. It needs to be right-sized; it may not need to cover the whole table area.
 - The group felt an eyewash would not be needed in this studio, but a comprehensive review of locations and types will need to be done by Steve and Drew.
 - Doors in this studio should be 42” wide.
- Fibers
 - Counters will be adjusted to improve ADA access at doors.
 - Table heights should be checked to see if they will accommodate loom storage underneath.
 - The design team needs equipment information for Fibers.
 - Provide wall electrical outlets. Fred noted multiple wall outlets are less expensive than plug molding.
 - The group recommended no eyewash in this studio.

- Jewelry
 - Add a second rolling mill and enlarge the sink.
 - Provide a coat rack.
 - Provide an eyewash station.
- Photography
 - See the layout provided by Fred. The rooms should be more square.
 - Tempered and hot and cold water are required.
 - The group discussed re-orienting the storage room to run East-West, to allow reconfiguration of Photography.
- Storage
 - The room needs to be immediately accessible from reception.
 - A door is not needed on the room.
 - Items stored here are for check-out and sale, and include equipment and materials.
- Woodshop/ Benchroom
 - Craft Center staff asked if access to the electrical room could change so there's not a vestibule taking space out of the woodshop.
 - Move the doors from the Benchroom 6' to the South.
 - See plan notes for equipment layout updates.
 - Provide an eyewash and a sink in the Benchroom.
- Painting
 - There will be minimal equipment in this room. A sink is needed.
 - Craft Center staff will build the storage unit for works in progress.
- Silkscreen
 - The wall between Painting and Silkscreen should be operable and as wide as possible. Due to overhead structure, the door is most likely to be an accordion or panel door.
 - Rotate the drying rack to the South wall to open up views into the studio.
- Ceramics
 - The South wall should be used for lockers in the hallway (approx. 60 lockers stacked 3 – 4 high), and for shelving in the studio – about a 50/50 split of these two functions.
 - See revised layout with central sink. The sink can have one short side against a wall.
 - An eyewash is not needed in this room.
 - Provide a floor drain, hose bib and concrete curb (as seen at LCC).
 - Provide a 6" – 8" wide wall between the pottery wheels.
 - Need to determine the amount and location of storage in this studio. Ideally the most visible work will be the most finished.
 - A shelf can be provided in the hallway to store work in progress.
 - Doors in this studio should be 42" wide.
- Glaze Room
 - Provide a janitor sink at the floor.
 - Accommodate glaze bins: 2 @ 4' sections, possibly 3 sections if it fits.
 - An eyewash will likely be needed in this room.

- Outdoor Ceramic and Metals
 - Craft Center staff provided 2 layouts. SERA will review with Glumac to see if one scheme is more efficient.
 - Add a cover over the exterior doors.
 - Gang the two exterior doors (from the corridor and the Ceramics studio).
- Reception desk
 - The support desk can be sized to fit the space (less than 64 sf is acceptable). Separate the station from the reception desk with a ½ height wall.
 - Seating near the reception desk can be moveable furniture – not built in.
 - Provide power in this area.
 - Craft Center has a small lending library that can go in this area.
 - Reception desk is for 2 – 3 staff. Allow for 2 computers, 1 cash register at the back counter and card swipe machines.
 - The desk is intended to be standing/ stool height with an ADA accessible section.

Wrap-Up / Next Steps

- SERA – send updated floor plan layouts with equipment
- Next meeting: August 21st.

End Time: 11:30am

Recorded by: Laura Grover

Date of Report: 08/08/2013