

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

Attendees	Name	Organization
	User Group:	
	Dianne Hoffman	UO, Craft Center
	Timothy Cohalan	UO, Craft Center
	Terrence Heldreth	UO, Craft Center
	Gregg Lobisser	UO, User Group Chair
	Dan Geiger	UO, Outdoor & Bike Program
	Dana Winitzky	UO, EMU Staff
	Laurie Woodward	UO, EMU Director
	Drew Standridge	UO, Env. Health & Safety
	Martina Oxoby	UO, CPRE
	Fred Tepfer	UO, CPRE
	Consultant Team:	
	Eric Philps	SERA
	Lisa Petterson	SERA
	Laura Grover	SERA
	Jon DeLeonardo	SERA

Discussion Items

REVIEW OF FLOOR PLANS

- The glaze room must be an enclosed space with dedicated exhaust, approx. 80 sf.
- Staff offices: Diane would like her office to face toward the reception area and be next to Tim and Terrence.
- Staff in open workstations can be in an open room, but with provisions for privacy and uninterrupted work.
- Three staff need to be accommodated in workstations: 1 office assistant (back-up to the receptionist) and 2 studio techs. There could be 3 studio techs in the future.

Woodshop

- Would like to incorporate alcove from Electrical room (alcove is not usable for electrical equipment).
- EH&S: dust collection needs to be close to avoid long runs. Loading dock area is ideal.
- Table saws have cabinets under them.
- Need a cabinet for lathe tools.
- Move the joiner so it can accommodate longer material. It can be on locking casters.

Woodshop Bench Room

- See notes from Terrence for layout updates.
- Terrence and Drew will discuss safety and access at the wood rack.
- Provide a sign at the ramp stating it is not wheelchair accessible.

Photography

- The center table in the darkroom needs ventilation. The perimeter is dry.
- Need a deeper alcove for film loading.
- Hazardous waste (< 5 gallons) is stored under the sink.
- Provide a sink-mounted eyewash in the 'Light' room.

Indoor Glass Studio

- Move grinder to the wet equipment area.
- Confirm dimensions of the glass storage cabinet.
- Look at the door swing location so it doesn't block equipment. Possibly provide 180-degree hinges. Look at this across all studios.
- Need a gas shut-off in a visible location.

Painting

- Maximize the opening into the Silkscreen studio. The door should be on the Painting side of the wall.
- Only acrylic and oil paints are used.

Silkscreen

- Tables by the operable door will be on casters.
- Add wall by the sink alcove to further enclose.

Ceramics

- Prefer approx. 3 ceiling-mounted electrical outlets on retractable reels (high quality) at pottery wheels.
- Wheels have a power surge at start-up. Design for this peak load.
- Compare the cost of a concrete curb with an epoxy floor/ coved base.

Jewelry

- Provide eyewash at sink.
- Add one more rolling mill.

Outdoor Glass Studio

- Drew expressed a concern about maneuverability/ safety in the glass blowing area.
- Drew will talk with Craft Center staff about equipment start-up safety measures.
- The group discussed increasing the width of the outdoor space, with a proportional decrease to the length to keep the same area.
- The top elevation of the utility tunnel does not work with the floor elevation of the outdoor studio. This affects the location of the public corridor to the outdoor craft center. Fred asked if equipment could sit on a higher pad in this area.
- Jon presented two options for replacing the public corridor – one to the north of the ceramics studio and one that incorporates the space into the ceramics studio. Craft Center staff noted that the current design is heavily influenced by the desire to have ceramics immediately visible from inside the EMU. The second option is preferable as it keeps the pottery wheels closer to the windows.

Electrical Design

- Via conference call, Ron discussed the approach to phasing. There will be some temporary measures (wireless data, temporary security) until final installation of power and data. UO requested maximizing the amount of final infrastructure for minimal impact at the time of switch-over.
- Move the electrical panel currently shown in the storage room to another location to maximize use of the room.
- The alcove in the electrical room is not usable, but the overall area of the room may need to increase.

- Locate emergency stand-by equipment in another room – possibly the restroom/ building support core near the Craft Center.
- Drew asked about the strategy for GFCI outlets at ceramics. The group preferred GFCI at the outlet so it can be reset locally.
- Do not have pedestal floor outlets in the ceramics studio due to washing of the floor.
- Glumac will review photos and attachments in the SmartSheet equipment list to see where they need more information.
- Existing equipment is operating on 208 v power. UO will look for equipment that requires higher voltage.

Mechanical Design

- At ten feet away from a building stacks can be 2 feet above the roof.
- The group discussed stacks with in-line fans. UO would like to see a photo.
- Raku firing that generates smoke is done once a term and takes a few hours. It can be scheduled for off-hours.

Lighting

- Lisa surveyed the existing light levels in the Craft Center and noted areas that are too bright or too dark.
- The proposed lighting scheme is primarily ambient lighting, with a mostly direct fixture.
- Lamps will be T8.
- Studios will have switches for each room.
- UO standard occupancy sensor is dual motion/ infrared.
- In Jewelry, a darker light level is preferable at the soldering stations.

Wrap-Up / Next Steps

- SERA to revise plan layout for office areas and make updates to equipment locations.
- UO and design team to make decision on transformer locations that affect outdoor studio space.

End Time: 12:00pm

Recorded by: Laura Grover

Date of Report: 08/27/2013