AGENDA

1:45  Introductions & Project Overview (MO, EP)

1:50  Cultural Forum (LG, CM)
Purpose: Review the space plan and provide input to the design team
Outcome: Understand the function of the space, confirm the number of workstations, confirm the layout of the program in the space

1  Review overall floor plans for renovation and new construction
2  Discuss the general function of the Cultural Forum and how the space is used
3  What do they like about their current space? What is not working well?
4  Current floor plan layout – are these still the correct program components?
5  What are the functions that occur in the office? Programs?
   Program preparation? Office work?
6  What are the needs for storage?
7  How many visitors are there on a typical day?
8  Is this space meant to be more private or public?

2:25  Next Steps / Follow-up Tasks
The architectural design team will work with consultants to design mechanical, electrical, data/telecom and acoustic systems.
SAC meetings #02

2:30  END