

**Project Name** UO Erb Memorial Union Renovation and Expansion  
**Project Number** 110451  
**Purpose** Subject Area Committee – Outdoor Program and Bike Center  
**Location** Willamette Hall Room 350

<b>Attendees</b>	<b>Name</b>	<b>Organization</b>
	<b>User Group:</b>	
	Brianna Orr	UO, EMU Outdoor Program
	Rithy Khut	UO, EMU Outdoor Program
	Gregg Lobisser	UO, User Group Chair
	Dan Geiger	UO, Outdoor & Bike Program
	Dana Winitzky	UO, EMU Staff
	<b>Project Staff:</b>	
	Martina Oxoby	UO, CPRE
	<b>Consultant Team:</b>	
	Natasha Koiv	SERA
	Carissa Mylin	SERA
	Laura Grover	SERA

#### **Discussion Items**

#### **REVIEW OF PROGRAM AND FIRST DRAFT FLOOR PLANS**

- A large deep utility sink needs to be added to the program for the Bike Center.
- The Asst. Coordinator workspace can be an open 80 SF workstation.
- They will be providing a drop off service, so they'll need a space for a dedicated bike mechanic to work.
- They will need a bike rack right inside the door for people to park their bikes if they are coming in to shop or drop off.
- The main entry door should be a double door. Eliminate the second exterior entry to Outdoor sports. One entry will suffice. The door should be more central.
- The reception station should have good visibility to both entry doors (interior and exterior) and should be central to the space.
- The DIY stations should be closer to the windows so that activity is very visible from 13<sup>th</sup>.
- The bike stations here are for beginner functions, not serious bike overhauls. The barn will be maintained for these functions.
- They will need lots of vertical storage, so keep the ceilings as high as possible.
- Will need space for (30) rental bikes, this includes storage for the bikes that are being worked on. Rental bikes can be on sliding track, but bikes being worked on need to be on fixed hooks so they don't get scratched.
- The bikes should be in an enclosed room for secure storage after hours.
- The student lounge function should be up front and in the middle of the space.
- The staff ideally should be in an enclosed space for sound privacy/isolation.
- Up to 10 people working in the office spaces at any given time including reception stations.
- Student stations need computer stations and some multipurpose workstations.

- The lounge space should be for informal meeting, a resource center, a community hangout. It doubles as a spillover workspace and will need soft seating, and a flat screen tv. Currently they have some art pieces of furniture that they'd like to keep.
- (4) DIY stations – They currently own (2) double arm stands.
- The retail section will primarily sell safety equipment: helmets, lights and locks. Try to keep the space for retail to one wall.
- How do we display retail? The retail section will need to be secured after hours.
- Art work is an important component of their program.

**Wrap-Up / Next Steps**

- SERA will provide several options of space layouts based on the discussion items and submit back to Outdoor Program and Bike Center via Martina for review and comment.

**End Time:** 3:00pm

**Recorded by:** Carissa Mylin

**Date of Report:** 07/22/2013