

**Building Planning Committee
Report to the Congregation
June 4, 2012**

Formation of the Building Planning Committee:

-- At the June 6, 2011 Congregational Meeting, the Council made the following request:

“The Messiah Council is requesting the Congregation’s authorization to establish a building planning committee to evaluate options to add space to the Messiah Lutheran Church and present the Congregation with options and a recommendation.”

-- In support of the request, the Council included the following Problem Statement:

“Messiah does not have enough space to support the Sunday School children in the permanent building. The temporary solution is renting a portable trailer to provide additional space for the Sunday School children. In addition, there is a need for additional multi-purpose space for youth programs, preschool, fellowship activities, Youth Bible School, other congregational events and revenue generating activities.”

-- The Council offered the following facts:

Sunday School enrollment = 136 students

Total permanent classroom space = 2226 sq ft (school rooms, Nursery Room and Council Room)

Temporary trailer = 800 sq ft

Best practices indicated that space available should equal 35 sq ft per student (Based on these best practices, Messiah should have 4670 sq ft to accommodate current enrollment. Without counting the temporary trailer space Messiah would need more than 2500 additional sq ft.).

-- The Congregation voted to establish a Building Planning Committee, in accordance with the Council’s request.

Building Planning Committee members:

Pastor Bell, Ken Blekiki, Karen Cirrone, Liann Dennis, Ernie Dinda, Heinrich Gross, Wendy Mendriski, Nancy Murphy, Bill Spitz (Chairman), and John Tanzi (in an advisory capacity).

The membership of the Committee was established in consultation with Pastor Bell and Council President Ernie Dinda. A goal was to ensure that the membership of the Committee reflected as many user groups, organizations and perspectives as possible.

Building Planning Committee process:

Meetings were scheduled and held so as to accommodate schedules of as many Committee members as possible. Meetings were used to share information and ideas, and report to each

other on findings of research done outside of the meetings. The process focused on developing a recommendation for presentation to the Congregation. The goal was to formulate, by consensus, an informed, well thought out recommendation to the Council and Congregation as to what permanent solution(s) should be implemented in order to replace the temporary classroom space (the big white trailer) in parking lot. The Committee assessed current needs, and considered future needs. The Committee was also guided by what it believed would be our ability, as a congregation, to financially support whatever solution(s) were proposed.

Meeting summaries were kept, and are included as Appendix A in this report. Details concerning many of the conclusions reached by the Committee can be found in these summaries.

Determination of needs:

-- Classroom space: Sunday School classes are divided by curriculum; Pre-K, K, Grades 1&2, Grades 3&4, Grades 5&6, Grades 7&8. So, SS needs a minimum of 6 classrooms. In addition, we need a Nursery Room and an Adult Bible Study Room. Thus, our minimum classroom space need for Sunday morning is 8 rooms. Counting the existing Nursery space, and the Council Room, we currently have 5 rooms, however, several are too small for the number of students that are or may be in the classes (in the future). So, it is agreed that the minimum number of additional classrooms we should plan for is 4. However, it was agreed that planning for 6 additional rooms, if possible, would allow for future growth in one or more classes, which, if they were to become overcrowded, could be split into two rooms. For example, the Grade 5&6 Class could be split into two classes, Grade 5 meeting in one room and Grade 6 meeting in another.

-- Nursery space: Dedicated space for a nursery should be maintained in whatever future classroom plan we accept.

-- Preschool: Preschool needs more storage space and indoor recreation space with a suitable flooring material. Preschool does not need a kitchen. Preschool needs at least one restroom adjacent to, or even better, in the classrooms (supervision issue). Preschool did not turn anyone away this year (2011/12), but needed to accommodate some families by adding an afternoon session.

-- Fellowship Hall: The current set of classrooms used for fellowship events is approximately 1550 Sq Ft. The kitchen is not suitable for serving food for large events. Several recent fellowship events have been too big for the current space. Additional fellowship hall space is needed, and with it should come a kitchen suitably sized to accommodate events which fill the space. Space should accommodate events of 150 to 200 people.

-- Space connectivity: New space should be attached to the existing structure. Detached Sunday School classrooms present supervision and access problems. (Note: Initially, the Committee believed that attaching new space would create two inefficiencies; it would require costly upgrades to the entire Church premises (to meet current building codes) and it would limit ceiling heights, due to the flat roof on the existing classroom wing. However, the Committee determined that a new space, added at and beyond the end of the existing classroom hallway,

would overcome these inefficiencies. With a suitable attaching corridor and firewall, the need to upgrade the existing building could be circumvented. With only a hall/corridor attaching structure, the new space would not be limited in height.)

--Parking: Additional parking lot space is needed, as evidenced by folks routinely parking on the lawn areas each Sunday. The amount of parking required will be determined in accordance with town site plan requirements.

--Worship space: The Committee did not identify a need for additional worship space.

-- Basement: The Committee recognized that for certain types of new construction, a basement might not add substantially to overall costs, and could add considerable storage space. However, it was noted that our site has poorly drained soils, and regrading and drainage considerations for a basement (to keep it dry) could be a limiting factor. Therefore, the decision regarding a basement would have to be put off until a design phase (where soil borings and analyses could be undertaken).

--Funding: The Committee felt that, if possible, new space should be designed and built such that it could generate revenue by being made available to outside users.

Financial Considerations:

The Committee took note of Messiah's current and recent past budgets, for context, and then proceeded to solicit advice from Peter A. Labenberg, District VP, Lutheran Church Extension Fund (LCEF), Atlantic District.

Committee members took note of the following:

-- Messiah paid off its mortgage in 2011. It was noted that our mortgage payment was \$2225/mo. This payment would retire a note of between \$400,000 and \$500,000 at current rates.

-- Messiah is currently paying \$500 per month for the rental of the white trailer.

-- Income generated by new space (for example, if outside users made donations to the Church for use of the space) would impact the amount we could ultimately spend to construct new space.

-- Between 6 and 7 years ago, Messiah was able to raise more than \$200,000 for a building program (these funds were spent on a new parking lot, new driveways, drainage structures, etc). Nevertheless, this prior fund raising demonstrates Messiah's ability to support a building program.

Published documents from LCEF, Atlantic District, offered financial guidelines for congregations like Messiah. These guidelines seemed to indicate that Messiah could be expected to commit to a project on the order of \$1.5M, if one third of the funding was collected or committed up front. It was noted that the LCEF guidelines are simply guidelines for planning purposes, and not limitations, or predictors of what Messiah could actually accomplish.

The specific guidelines, as applied to Messiah, are listed below:

Guideline: Total debt should not exceed \$4000/communicant member. With 350 communicant members, this number would be \$1,400,000.

Guideline: Total debt should not exceed \$5000/weekly worship attendee. With 175 attendees, this number would be \$875,000.

Guideline: Debt service should not exceed 30% of annual income. With annual income of \$280,000, this would provide \$84,000 for debt service, which would retire a 20 year note, at 4.65% interest, in the amount of \$1,100,000.

Guideline: Total debt should not exceed four times annual income. With annual income of \$280,000, this would suggest a loan limit of \$1,120,000.

Guideline: Capital pledge should be 1/3 of the project cost. This suggests that for a \$1,500,000 project we should collect \$500,000 prior to construction.

Concepts Considered:

Initially, the Committee considered a broad array of alternatives, including, for example, constructing a free standing building, adding classrooms opposite the existing classrooms (across the existing hall), semi attached space (connected via a corridor at the end of the SS hall), and no action (continue renting the white trailer indefinitely). For each of these alternatives, sizes and features, such as retractable dividers, basketball court, stage, etc, were considered.

However, by comparing the alternatives to the list of needs which was established, the Committee was able to narrow the alternatives to a short list of four concepts. All four concepts involved a new building, attached to the existing building via a corridor at the end of the classroom hall. All four concepts would include divisible space for a minimum of 6 classrooms, new restrooms, storage, fellowship hall space at least twice the size of our current space, a space which would be suitable for use as a commercial kitchen, and an area suitable for indoor recreational use by the preschool. The four concepts differed in size and features (stage, basketball court, number of divisible space classrooms, number of permanent rooms).

John Tanzi, acting in an advisory role for the Committee, provided preliminary sketches of the four concepts. These sketches are included in this report as Appendix B. Along with the sketches, John also provided very preliminary estimates of the relative costs of each of the four concepts. These items, provided by John, were extremely helpful to the Committee. They provided a means of putting considerations of size, utility and cost in perspective.

Concept 1 – 7,750 sf: This concept allows for as many as eight 24 ft x 24 ft classrooms (with proper dividers), two multiple stall restrooms, and two storage rooms. It would not be suitable for use by athletic teams (size constraint). The open area, with all room dividers opened, would be roughly the same as the Messiah sanctuary. This concept could accommodate a stage, but a stage would compromise space needed for classrooms

and fellowship events. Preliminary estimate of expected costs is \$1,675,000 to \$2,000,000.

Concept 2 – 10,250 sf: This concept allows for as many as nine 24 ft x 24 ft classrooms (with proper dividers). It would also include two multiple stall restrooms, and up to three storage rooms. Overall foyer, rest room and kitchen space would be the same as Concept 1. Concept 2 could accommodate a stage or a full size basketball court, but not both. The open area, with all room dividers opened, would be roughly 20% larger than the Messiah sanctuary (in the stage configuration), or 60% larger than the Messiah sanctuary (in the basketball court configuration). This concept could accommodate indoor sports events and practices, including full court basketball. However, the structure would not be suitably sized for large spectator crowds. Preliminary estimate of expected costs is \$2,175,000 to \$2,550,000.

Concept 3 – 12,500 sf: This concept retains all the elements of Concept 2, increasing the open area size such that it will accommodate both a stage and a basketball court. This concept could accommodate indoor sports practices, including full court basketball. However, like Concept 2, the structure would not be suitably sized for large spectator crowds. Preliminary estimate of expected costs is \$2,625,000 to \$3,100,000.

Concept 4 – 5,500 sf: This concept allows for as many as six 24 ft x 24 ft classrooms (with proper dividers), two multiple stall restrooms, and one storage room. It would not be suitable for use by athletic teams (size constraint). The open area, with all room dividers opened, would be roughly 20% smaller than the Messiah sanctuary. However, the open area, with all room dividers opened, would still be more than twice the size of the area currently used for fellowship events at Messiah. This concept would not accommodate a stage. Overall foyer space would be less than that of Concepts 1,2 &3. Foyer outside access would be less than that of Concepts 1,2 &3, as well. Preliminary estimate of expected costs is \$1,225,000 to \$1,500,000.

Recommendation:

The Building Planning Committee reached its conclusions by consensus.

The Committee identified Concept 2, a 10,250 sf addition, as the desired project. Concept 2 would easily be large enough to meet the congregation's current needs, provide extra space to meet future needs, and be large enough for a basketball court and indoor recreation activities. The Committee recommends a basketball configuration, versus a raised stage, for Concept 2. Concept 2 would provide an opportunity for generating alternative revenue through use by outside athletic organizations. Use by outside organizations in the community would also give our Church exposure, and present an outreach opportunity. The Committee recognized that the cost estimate for Concept 2 was significantly beyond what the LCEF guidelines indicated for Messiah, however, the Committee felt the ability to generate income by renting the space to outside users could offset the additional amortization expense.

The Committee identified Concept 4, a 5500 sf addition, as a viable alternative if funding or other factors were to prevent implementing Concept 2. Concept 4 would meet the congregation's current needs. The estimated costs associated with Concept 4 were within the LCEF guidelines indicated for Messiah. It was recognized, however, that Concept 4, if it were to be built, would not be readily expandable to a Concept 2 type facility at some later date.

Concept 1 and Concept 3 were not recommended.

Concept 1, at 7,750 SF, was considered essentially a larger and more costly version of Concept 4. Like concept 4, Concept 1 would not be suitable for use by athletic teams (size constraint). Thus, concept 1 would not provide an opportunity for generating alternative revenue through use by outside athletic organizations. Since Concept 1 estimated costs would be beyond what the LCEF guidelines indicated for Messiah, it is believed that the absence of revenue generating potential made this larger project undesirable.

The Committee felt Concept 3, a 12,500 sf addition, is beyond our means. The Committee also believed that adding a stage to the recommended Concept 2 configuration would not provide a revenue producing potential large enough to offset the increased project costs.

Respectfully submitted:

Building Planning Committee

APPENDIX A

Building Planning Committee Meeting Summaries

Building Planning Committee

Meeting Summary

Thursday, October 20, 2011

Present: Pastor, Ernie, John, Karen, Bill, Heinrich, Ken, Nancy

Opening remarks:

- Review of goals for the Committee. Congregational request at June 2011 semi annual meeting.
- Pastor provided review of previous efforts of building committee (summary of material Bill had already emailed out). Original goals were to expand classrooms, narthex, kitchen, etc. Later added on roof, but finally settled on classrooms as initial phase (\$850k - \$1.4m, then back again). Financing became significant issue. Previous plans were burdensome since attaching new facilities required updating existing structure.
- Current and immediate need is to replace the temporary office space, the “white elephant.” Consideration might be given to a multipurpose facility, possibly as freestanding building, but all options need to be on the table.

Wish list for new project, go around the room, brainstorm:

- Commercial grade kitchen
- Fellowship hall
- Storage area
- Sunday School : 120 registered + 31 not registered yet.
- Basketball / game room / activities
- Stage for productions
- Youth room
- Preschool recreational area
- Preschool: 8 3-year olds and 24 4-year olds.
- Future income - divisible space, adult center, production (plays, concerts, etc).
- Further discussion required with Wendy as to preschool needs.
- Does an attached building really need to have existing building come up to new codes?
- Can preliminary numbers, costs, square feet, students, etc. be available for the next meeting?
- John volunteered to provide some research as to what solutions are viable.
- Next meeting set Thursday 11/17 @ 5pm.

hg/ws

Building Planning Committee

Meeting Summary

Thursday, November 17 @ 5 PM

Present: Pastor, Ernie, Nancy, Bill, Ken, Karen, Heinrich, John

Nursery space: The group polled various members and organizations, and it is resolved that our future plans will include providing a dedicated nursery space.

Preliminary concepts/sketches: John Tanzi prepared and distributed several conceptual sketches containing the elements generally agreed to at the Oct 20, 2011 meeting. The sketches depicted three different size spaces, 7,750, 10,250 and 12,500 Sq Ft, showing how the utility and versatility of the space would change with increasing size. Extremely preliminary estimates of the costs which could be associated with each sketch were provided to give the group perspective on what types of costs we could be dealing with going forward.

Attached vs detached space (different code requirements?): It appears we can attach a new space to the existing building, with a proper fire wall, and not have to make dramatic changes to existing structures to bring the existing structures into compliance with current codes. This determination will be confirmed further.

How many Sunday School class rooms should we plan for?: Based upon what has been reported so far, we need at least 4 new/additional SS classrooms in whatever new space we build. This will be confirmed through further discussion with the SS Superintendent.

Preschool (additional) space needs: The preschool needs additional storage space. The preschool also would benefit tremendously from indoor recreational space.

Initiate discussion concerning "reasonable" debt ceiling: This will be the subject of our next meeting. We discussed the fact that income generated by the space (for example, if outside users made donations to the Church for use of the space) would impact the amount we could ultimately spend. It was noted that our mortgage payment (now retired) was \$2,225/mo. This payment would retire a note of between \$400,000 and \$500,000 at current rates. It was also noted that there are resources available through the Atlantic District which help Churches determine how much they can afford.

Report to Congregation at December Congregational meeting: Bill Spitz will explain the progress that the Building Planning Committee has made to date.

Schedule next meeting: We will next meet on Thursday, December 8 at 5PM. Various members of the committee will be reporting on their findings concerning possible use of new space by outside organizations as a means of supporting the costs of new space. Theater groups, local Boys and Girls Club, local athletic clubs (soccer, basketball, baseball), and local realtors will be consulted. Planning resources available through the Atlantic District will also be determined.

Building Planning Committee

Meeting Summary

Thursday, December 8 @ 5 PM

Present: Pastor, Ernie, Nancy, Bill, Ken, Wendy, Karen

--Update on needs determination:

Wendy provided the following information regarding **preschool**: Preschool needs more storage space and indoor recreation space with a suitable flooring material. Preschool does not need a kitchen. Preschool needs at least one restroom adjacent to, or even better, in the classrooms (supervision issue). Preschool did not turn anyone away this year, but needed to accommodate some families by adding afternoon session.

Karen provided **Sunday School** information as follows: Classes are divided, by curriculum; Pre-K, K, Grades 1&2, Grades 3&4, Grades 5&6, Grades 7&8. So, SS needs 6 classrooms. In addition, we need a Nursery Room and an Adult Bible Study Room. Thus, our minimum classroom space need for Sunday morning is 8 rooms. Counting the existing Nursery space, and the Council Room, we currently have 5 rooms, however, several are too small for the number of students that are or may be in the classes (in the future). So, it is agreed that the minimum number of additional classrooms we should plan for is 4. However, it was agreed that planning for 6 additional rooms, if possible, would allow for future growth in one or more classes, which, if they were to become overcrowded, could be split into two rooms. For example, the Grade 5&6 Class could be split into two classes, Grade 5 meeting in one room and Grade 6 meeting in another.

--Go around; all report on findings concerning possible use of new space by outside organizations as a means of supporting the costs of new space. Indoor gymnasium practice space was determined to be in very high demand in this community for soccer, lacrosse, basketball and baseball. Conservatively, organizations can be expected to pay \$100 per hour of gym time. Soccer and basketball teams (young) do not require a full sized gym. Bates house rents out for about \$100 per weeknight (small dance or rehearsal space). A local church rents to a theater group for about \$2000 per show (involves 6 consecutive days/nights of exclusive use). If a stage or raised platform was included, outside organizations may be interested in using it for such things as movies, auctions, fundraisers, bingo, concerts, etc. Ernie is going to look into what classroom space could be rented for; for example, SAT prep classes, driver training classes, etc. As for learning more about space needs in the community, and marketing space, contact could be made with the 3V Schools central office (overflow needs and folks they turn away), local Chamber of Commerce, local Rotary.

--Planning and financing resources available through the Atlantic District: Pastor will report on this next time. He placed a call to the District but has not heard back yet.

--Next Meeting: Next meeting will be held early to mid January. We will initiate a discussion regarding what, if any, less ambitious and/or less costly options exist for meeting the basic needs the Committee has identified. We will also complete and update work on prior meeting agenda items. A date has not been set, since several members were unsure of their schedules for early January.

**Building Planning Committee
Meeting Summary
Monday, January 30, 2012**

Present: Pastor, Ernie, Karen, Liann, Bill, Heinrich, Kenny, Wendy

--resources available from Atlantic District.

Pastor will arrange to have Peter L. from the Atlantic District meet with us late February.

--more information from members looking into potential outside use of new space.

Several folks confirmed that they have had additional conversations with potential outside users, confirming that, for instance, a basketball court could easily be rented at a rate of \$100/hr, if not more. Similar for Little League and soccer (indoor season).

--brainstorm less ambitious options for meeting our needs (prefab, smaller, other).

This item will be set as an agenda item for our next committee meeting. John T will assist with concept sketches and cost advice to help with the discussion. The basic needs identified by the committee are: 4 to 6 classrooms, fellowship hall suitable for 150-200 people, HC accessible restrooms, kitchen space suitable for commercial type kitchen, floors suitable for use as indoor playspace for preschool, and some storage area. We need to examine costs, advantages, and disadvantages of constructing a space which provides for these needs in the least expensive way (from a development cost perspective). This information will be essential in weighing all alternatives to be considered. Modular, manufactured, and possibly stick built construction may be considered, as well as incorporating a basement into our project.

--set clear to-do list for next meeting.

We decided we will need two meetings, one with the Atlantic District, as described above, and one to cover remaining issues. Remaining issues, in addition to those described above, include insurance implications of relying on outside users, property management implications of relying on outside users, raising funds to get the project started.

-- other suggestions from committee members?

Liann made a suggestion regarding grants. Karen discussed possible objections by neighbors as a potential hurdle. We should be sensitive to this; for instance, it would not be prudent to give the community the impression we were planning a commercial gym which would see heavy use/traffic 24/7.

--set time and date for next meeting.

We tentatively set Monday, February 27 and Thursday, March 1 as dates for two additional meetings; both at 5PM. These dates and times are subject to change pending Pastor contacting the Synod regarding their availability to meet with us.

**Building Planning Committee
Meeting Summary
Monday, February 27, 2012**

Present: Pastor, Ernie, Karen, Liann, Bill, Heinrich, Ken, John

Agenda: Presentation, Q&A, with Peter A. Labenberg, District VP, Lutheran Church Extension Fund (LCEF), Atlantic District.

Peter opened by indicating that LCEF could offer us far more than funding assistance, as they have planning and analytical resources that are available to us as well.

Other information Peter shared:

Current interest rate is 4.65%. Loans are usually up to 20 years, and the interest rate is a variable rate. However, if the rate goes up, there are provisions which would keep the payment level (this, it was noted, could result in negative amortization).

We need to leave a lot of lead time for closing a loan. The Town of Brookhaven is very difficult to navigate in the permit approval phase, and the NYS Attorney General has to approve the mortgage (because we are a not for profit) which can take up to a year. An attorney and architect familiar with these issues will be essential.

Laborers for Christ is an organization which could save us considerable construction dollars.

LCEF can do a demographics analysis for us, using tools they have and inputs we would provide. Such an analysis would be useful in confirming that our building program is aligned with long term trends in the community.

Strategic planning consulting is available from LCEF. A copy of a report prepared for a congregation in Dix Hills was left with us to peruse.

The LCEF website is full of tools for us. Peter noted a few, including Architectural Handbook, Loan application instructions and guidance, Site and Facility Analysis, Capital Readiness Study, boilerplate fund raising items (posters, brochures, banners), etc., @ www.lcef.org.

Peter showed us three books we could purchase or borrow from the local library. Bill is looking into availability of the books.

Peter stated that the capital fund raising campaign helps determine how hot the congregation really is for a project.

Peter explained the need to differentiate between raising money and raising awareness.

Peter talked about “Joyful Response” which is a direct withdrawal giving system that LCEF can provide at no charge (donors can have their pledged amounts directly withdrawn from their personal checking accounts).

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Building Planning Committee
Meeting Summary
Monday, February 27, 2012

Peter noted a few recent, nearby projects to look at; one in Deer Park, which was a gymnasium, and another project in Selden, a multi use facility which made use of Laborers for Christ.

Peter discussed his observations regarding alternate revenue streams (outside users) to support the debt service on new construction. He started by explaining that making provision for outside users had many benefits, including revenue; specifically, he reminded us that providing for outside users could be a form of outreach, drawing new people in with the potential to grow the congregation and/or bring people to Christ. He stated that when considering athletic use by outsiders, we should consider the significant costs involved, including insurance, maintenance and repair, heat and lights. He said that performing arts use (stage) had not been popular for some time, but this use is starting to come back. He talked about the value/advantages of a full time tenant that could use the facility when the Congregation did not use it (weekdays, for example). He noted that we need to be careful that any arrangement we have with an outside user does not compromise our status as a not for profit.

Peter explained that there are conditions under which we could obtain an unsecured loan in an amount up to \$150,000.

Peter directed us to look at guidelines, used by LCEF, to determine what we should be considering in terms of how much we, as a congregation, could expect to afford (cost of project, amortization, etc). In reviewing the guidelines he provided, the following was evident:

Guideline: Total debt should not exceed \$4000/communicant member. With 350 communicant members, this number would be \$1,400,000.

Guideline: Total debt should not exceed \$5000/weekly worship attendee. With 175 attendees, this number would be \$875,000.

Guideline: Debt service should not exceed 30% of annual income. With annual income of \$280,000, this would provide \$84,000 for debt service, which would retire a 20 year note, at 4.65% interest, in the amount of \$1,100,000.

Guideline: Total debt should not exceed four times annual income. With annual income of \$280,000, This would suggest a loan limit of \$1,120,000.

Guideline: Capital pledge should be 1/3 of the project cost. This suggests that for a \$1,500,000 project we should collect \$500,000 prior to construction.

The meeting concluded with all agreeing to meet March 6, 2012 to continue to discuss the information provided by Peter, and to consider a new drawing and estimate provided by John, representing a more modest project than those which we have previously considered.

Building Planning Committee

Meeting Summary

Tuesday, March 6, 2012

Present: Pastor, Ernie, Karen, Liann, Bill, Heinrich, Ken, John

Agenda: Review all concept drawings provided by John, including a new one representing a more modest project than those considered in the past. Continue to discuss information provided by Peter A. Labenberg, District VP, Lutheran Church Extension Fund (LCEF), Atlantic District (Peter addressed the Committee at the February 27 meeting).

John presented a concept drawing (Concept 4) showing a 5500 SF addition which would comfortably provide for a kitchen, two rest rooms, modest storage, and a 3500 SF area which, with partitions, could be easily divided into six 24ft x 24ft classrooms. John explained that this concept would not be suitably sized for a basketball court.

It was pointed out that Concept 4 would provide an open hall, gathering or fellowship area, more than twice the size of the three classrooms we currently use (3500SF vs 1550SF).

It was also noted that this size addition would not lend itself to any sports practice activities, basketball or otherwise.

The group then considered some of the information provided by LCEF. The LCEF interest rate, 4.65, was discussed, noting that it seemed to exceed, by about one percentage point, the current rate available on 30 year primary residential mortgages. The predisposition of LCEF to limit loan term to 20 years, versus 30, was also discussed. Both of these factors would conspire to limit our borrowing power, and it was agreed that the potential availability of funding through other sources, perhaps with more advantageous terms, should be explored.

The LCEF guidelines were also discussed. These guidelines seemed to indicate that the Congregation could be expected to commit to a project on the order of \$1.5M, if one third of the funding was collected or committed up front. It was noted that the LCEF guidelines are simply guidelines for planning purposes, and not limitations, or predictors of what we could actually accomplish.

The group began to consider the four concepts that were on the table. There seemed to be tentative consensus that Concept 2, a 10,250SF addition, which would be large enough for a basketball court and other indoor recreation, was the desired project. Concept 2 would be big enough to meet our current needs, afford us extra space to meet future needs, and provide an opportunity for generating alternative revenue through use by outside athletic organizations. Use by outside organizations in the community would give our Church exposure, and present an outreach opportunity.

There also seemed to be tentative consensus that Concept 4 should be kept on the table. Concept 4 would meet the congregation's current needs, and if we were to find ourselves limited by funding, Concept 4 might become a reasonable alternative. It was recognized, however, that Concept 4, if it were to be pursued, would not be readily expandable to a Concept 2 type facility.

Concept 1 and Concept 3 were not discussed extensively. However, preliminarily it seems the Committee sees Concept 3, at 12,500SF, as beyond our means. Also preliminarily, it seems the Committee sees Concept 1, at 7,750 SF, as being essentially a larger and more costly version of Concept 4.

Very preliminary opinions as to project costs, for Concepts 2 and 4, respectively, are \$2,175,000-\$2,550,000 vs \$1,225,000-\$1,500,000.

It was agreed to meet again at 5PM, Monday, March 26. At that time, the Committee will start to work on the recommendations that it will present to the Congregation at the June 2012 Congregational meeting.

Building Planning Committee

Meeting Summary

Monday, March 26, 2012

Present: Pastor, Ernie, Karen, Liann, Bill, Heinrich

Agenda: Begin preparing to report to the Congregation

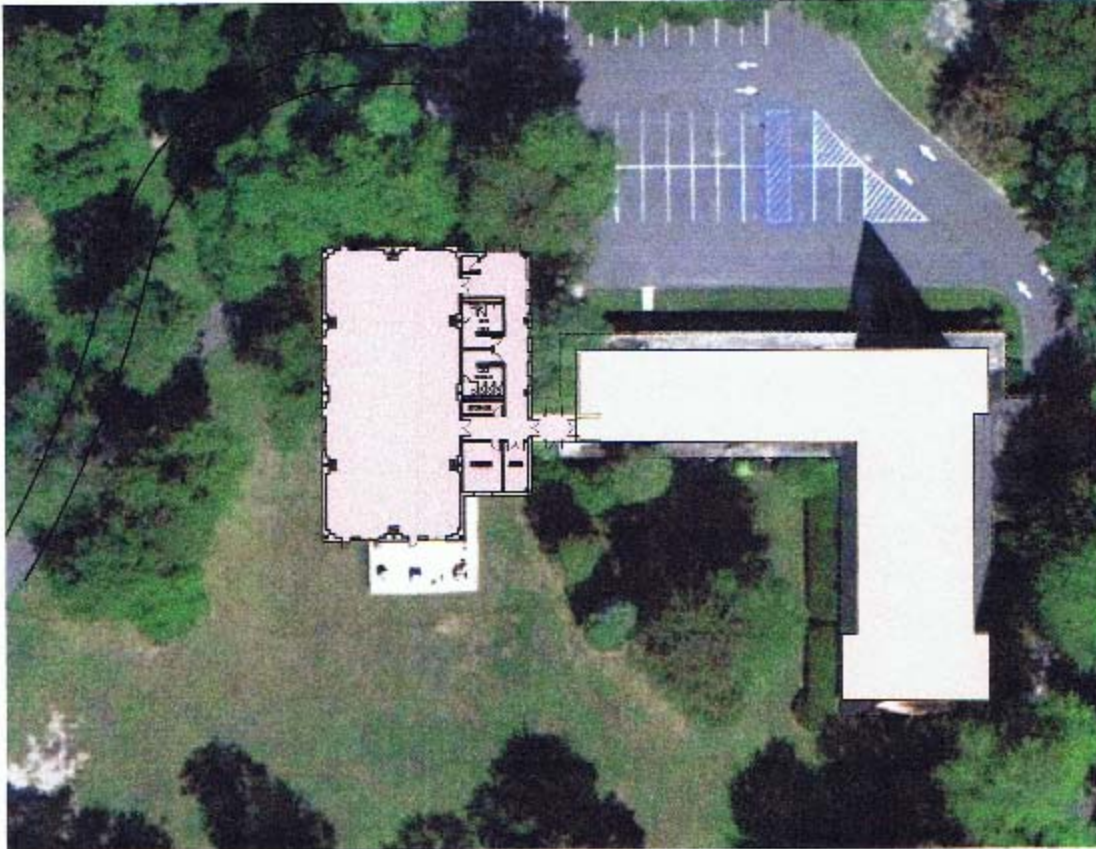
The Committee reviewed notes from the March 6, 2012 meeting. A discussion of how to begin to prepare a report to the Congregation followed.

It was decided that the March 26 meeting notes accurately reflected the consensus of the Committee. Thus, these notes could form the basis for preparing a recommendation to be presented to the Congregation.

It was further agreed that Bill Spitz would prepare a draft report to the Congregation. It would be emailed to the Committee members in early May. The Committee would reconvene thereafter to finalize its report.

APPENDIX B

Building Planning Committee Concept Drawings & Budget Estimates



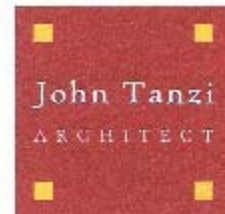
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C1 CONCEPT 1: 7,750 SF

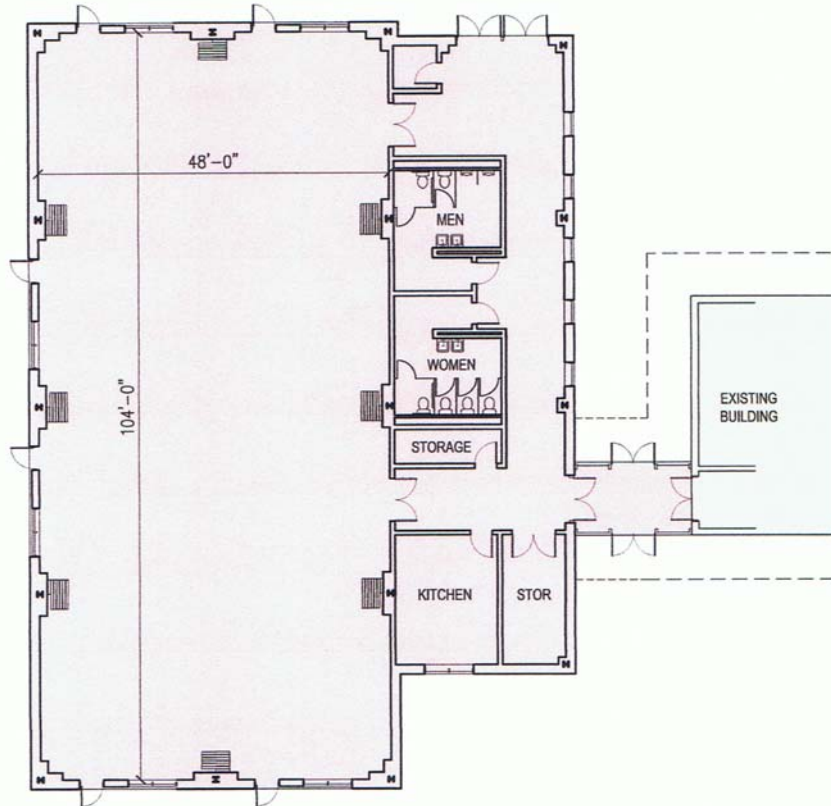
SCALE: 1" = 30'-0"

John Tanzi Architect

Architecture | Engineering | Interiors

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631-751-0108 jta@tanzia.com

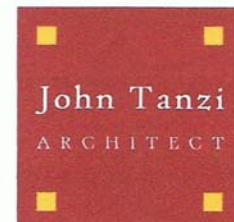


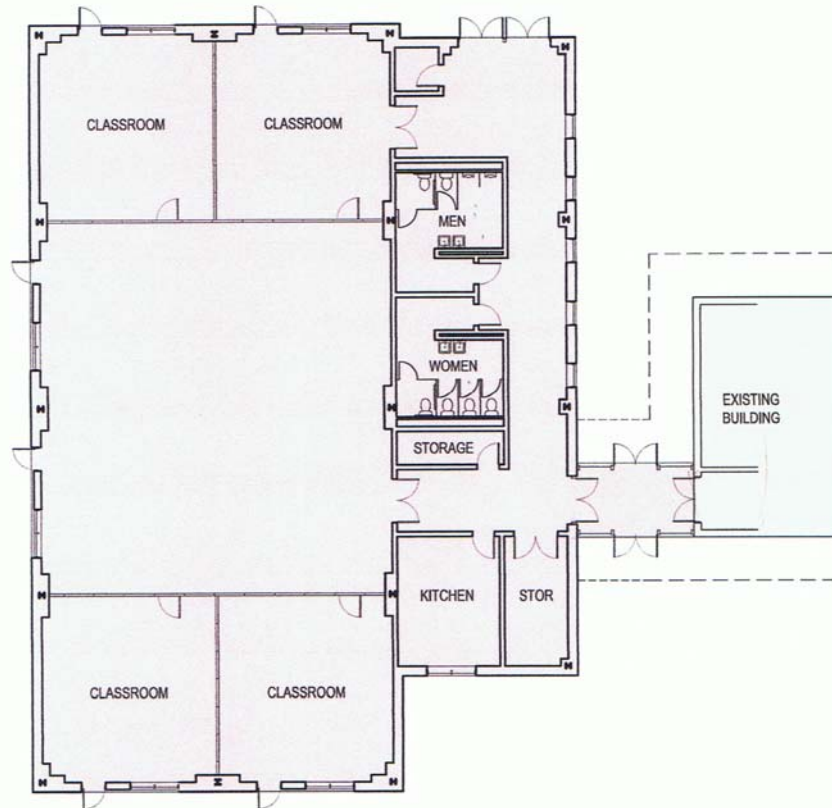


2 FLOOR PLAN
 C1 CONCEPT 1: 7,750 SF
 SCALE: 1" = 20'-0"

John Tanzi Architect

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 24 Woodfield Road, Stony Brook, New York 11790
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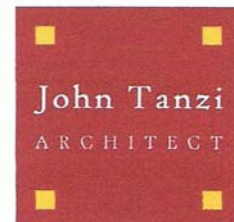


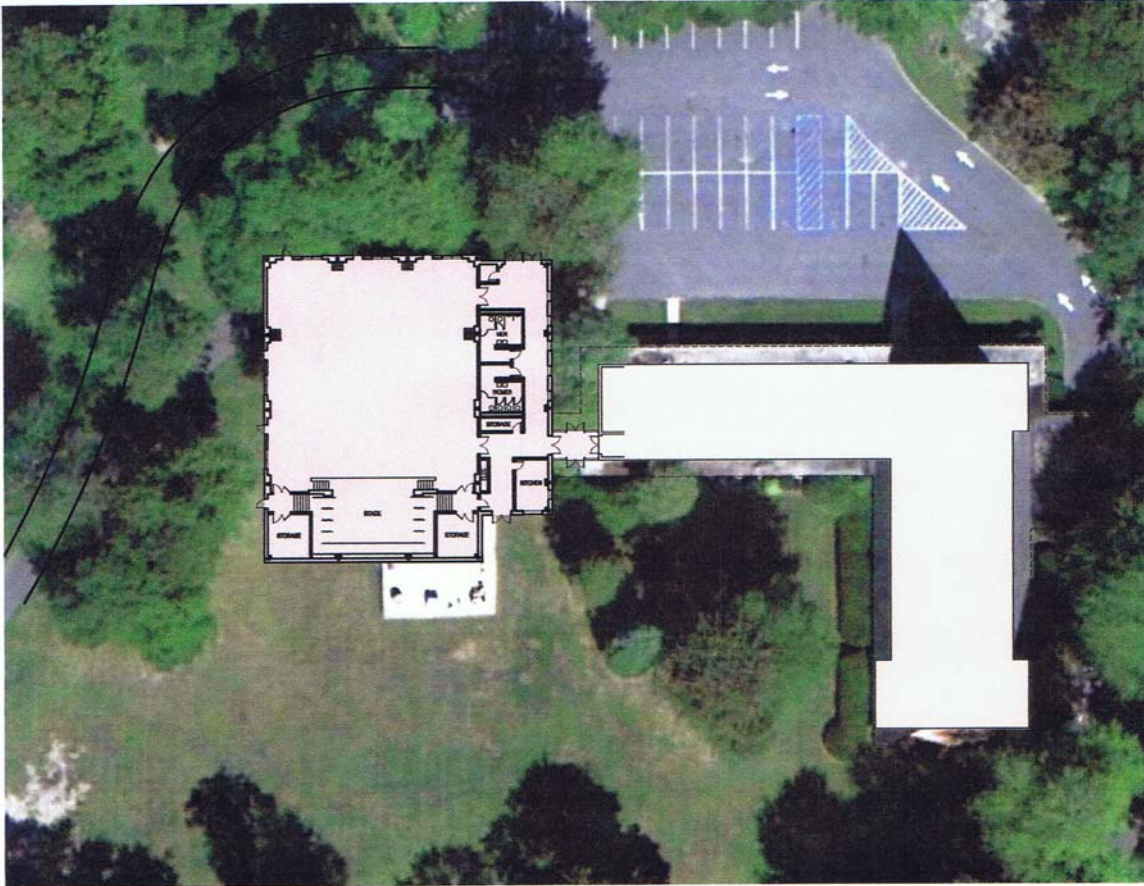


3 FLOOR PLAN – ALTERNATE SCALE: 1" = 20'-0"
 C1 CONCEPT 1: 7,750 SF

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1 SITE PLAN
C2 CONCEPT 2: 10,250 SF

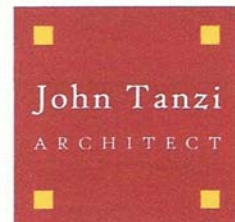
SCALE: 1" = 50'-0"

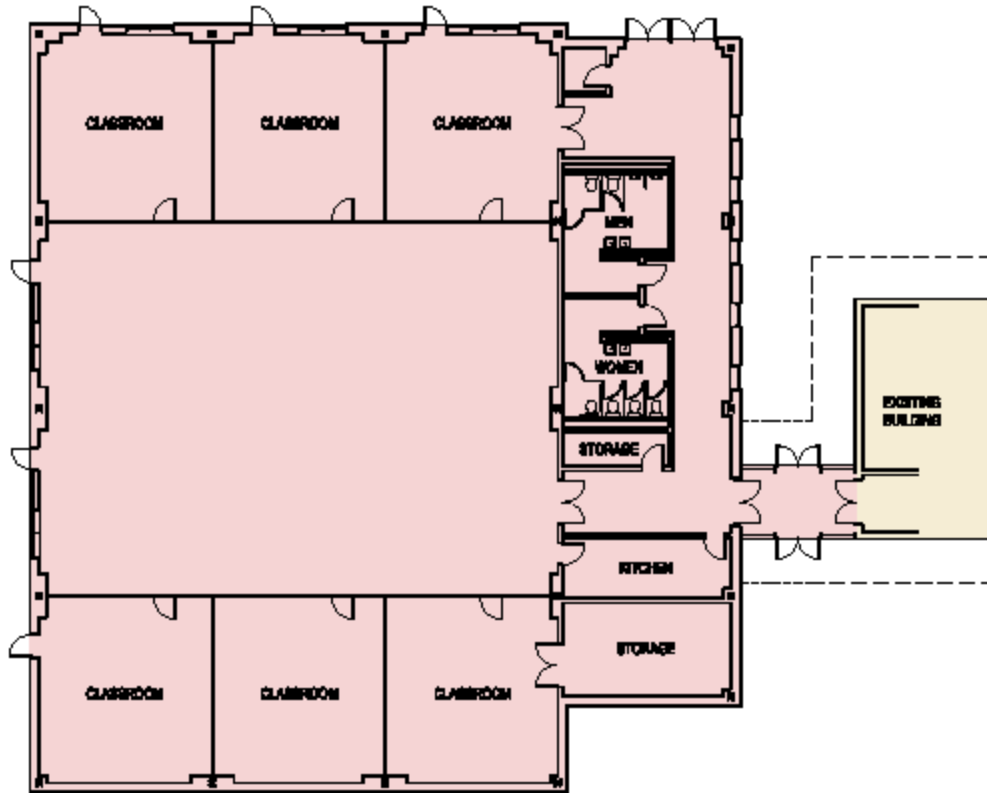
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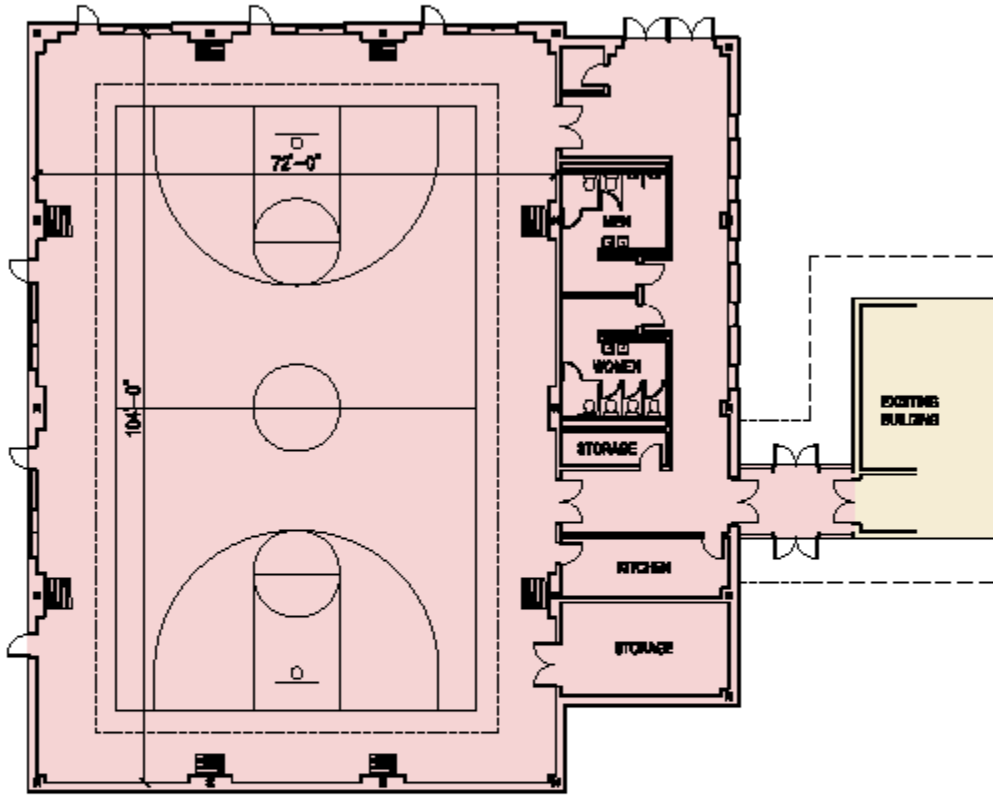
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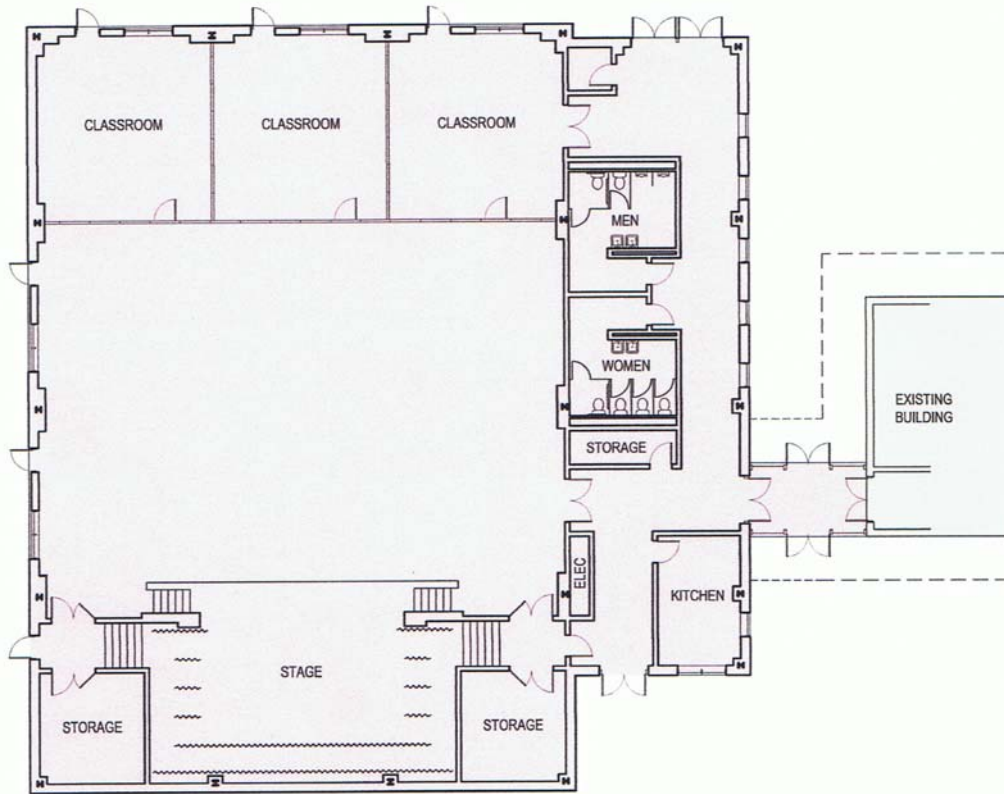


3 FLOOR PLAN - ALT. CONFIGURATION SCALE 1" = 20'-0"
C2 CONCEPT 2: 10,250 SF



2 FLOOR PLAN
C2 CONCEPT 2 10,250 SF

SCALE 1" = 20'-0"



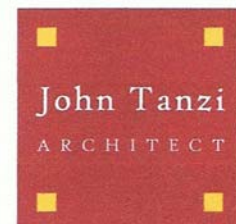
3 FLOOR PLAN – ALTERNATE SCALE: 1" = 20'-0"
 C2 CONCEPT 2: 10,250 SF

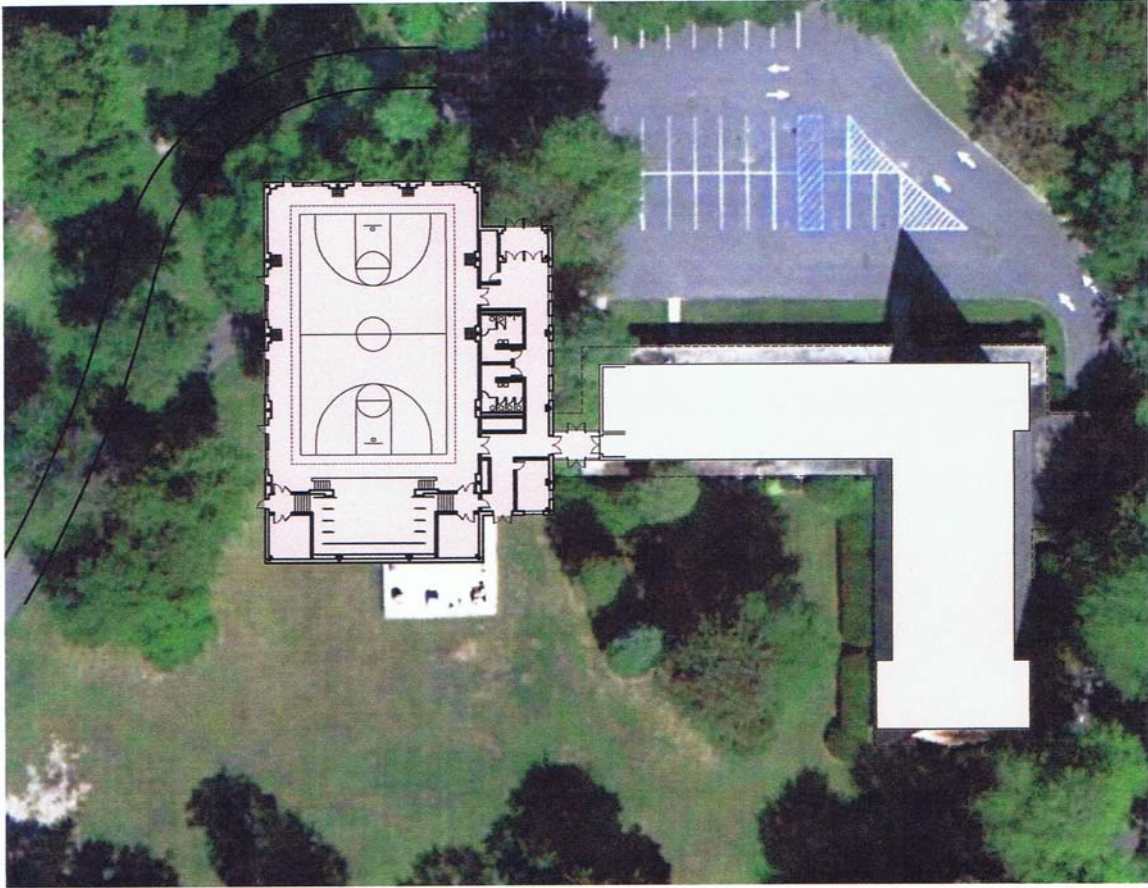
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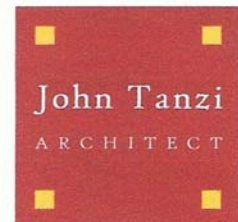
1 SITE PLAN
C3 CONCEPT 3: 12,500 SF

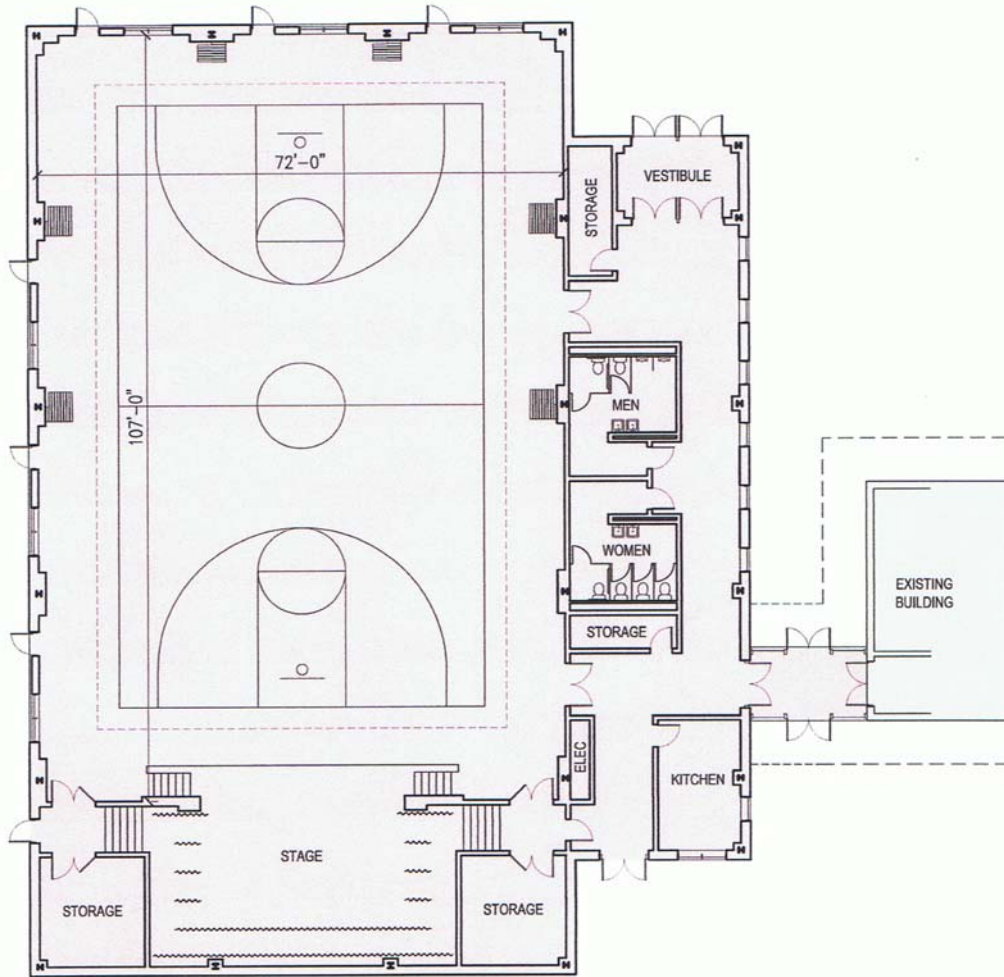
SCALE: 1" = 50'-0"

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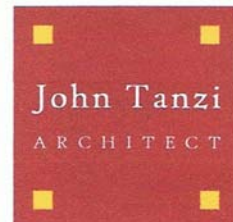
2 FLOOR PLAN SCALE: 1" = 20'-0"
C3 CONCEPT 3: 12,500 SF

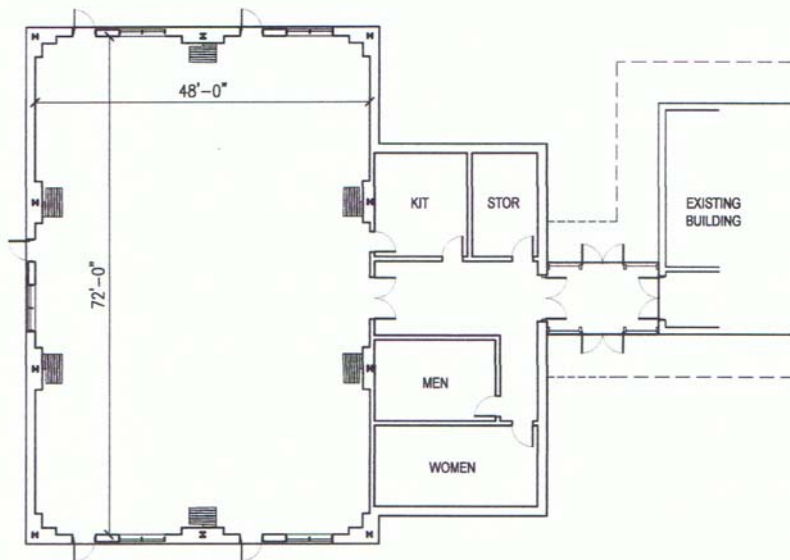
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2 FLOOR PLAN
C4 CONCEPT 4: 5,500 SF --

SCALE: 1" = 20'-0"

Conceptual Budget Estimate

February 27, 2012

Concept 1: 7,750 sf

Building Addition	\$ 1,550,000 - \$ 1,750,000
Interior Renovation	\$ 75,000 - \$ 150,000
Site Work	\$ 50,000 - \$ 100,000
Total:	<u>\$ 1,675,000 - \$ 2,000,000</u>

Concept 2: 10,250 sf

Building Addition	\$ 2,050,000 - \$ 2,300,000
Interior Renovation	\$ 75,000 - \$ 150,000
Site Work	\$ 50,000 - \$ 100,000
Total:	<u>\$ 2,175,000 - \$ 2,550,000</u>

Concept 3: 12,500 sf

Building Addition	\$ 2,500,000 - \$ 2,850,000
Interior Renovation	\$ 75,000 - \$ 150,000
Site Work	\$ 50,000 - \$ 100,000
Total:	<u>\$ 2,625,000 - \$ 3,100,000</u>

Concept 4: 5,550 sf

Building Addition	\$ 1,100,000 - \$ 1,250,000
Interior Renovation	\$ 75,000 - \$ 150,000
Site Work	\$ 50,000 - \$ 100,000
Total:	<u>\$ 1,225,000 - \$ 1,500,000</u>

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