



MEETING MINUTES

PROJECT:	PROJECT NO:	DATE:
Marshfield Library and Community Center Senior Center Meeting	110077.00	September 15, 2011

PARTICIPANTS

Lori Belongia – Library Director
Don Zais
Kelly Cassidy – City Parks and Rec
David Drews - Zimmerman
Doug Barnes - Zimmerman

Lorraine Markee
Shirley Walsh
Gerrie Steinwagner

Butch Walsh
Elsie Anderson
Jean Doty

NOTES / COMMENTS:

The purpose of this meeting was to discuss the current Senior Center, what works, what doesn't, and what could be improved in the proposed new facility. Below is an itemized list of comments and concerns brought forward in the discussion.

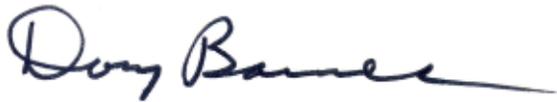
1. The problem with the current facility is that there is really only one big room, and it isn't dividable. In total there are 3 rooms.
2. The acoustics are poor in the current facility. If there is an event in the main room, it disrupts the other room.
3. The dance floor is presently carpet. The new floor should be slip resistant. People joining the group for the first time have some problems dancing on the carpeting. Consideration of a portable floor in the new facility should be given.
4. There are not enough pool tables. There are currently 2, they could use 4. There are 28 men in the league. Adequate space around the tables is also needed.
5. The group should look into the availability of table tops that could be placed over the pool tables, enabling them to be used for multiple activities.
6. An exercise area with possibly a large screen for Wii activities should be planned for. Multiple pieces of equipment should also be planned for. The room should also be large enough to hold a small class. The DeForest Senior Center has a nice exercise room.

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7. There is a need for multi-purpose rooms.
 8. A kitchen is needed, with a stove. This could be a noon meal site, although there are already 2 sites in town that provide noon meals.
 9. During tax season, 9 – 10 people help the elderly complete their taxes. They currently use the main room, but may be able to use meeting rooms in the new library, or the link joining the library and the community center.
 10. A small stage is needed. The current stage may be larger than is needed. Along with the stage, a sound system should be provided.
 11. A reception area or greeting station should be at the main entrance.
 12. Parking is a concern with the new proposed center. The elderly cannot/should not have to walk across the street to get to the center.
 13. A health services room with a sink would be a great addition to the facility.
 14. A storm shelter will be needed.
 15. An outdoor garden with seating should be planned. This could also be an area for a vegetable garden.
 16. The windows in the current space face the parking lot and glare from cars in the parking lot that is projected into the building disturbs people in the center.
 17. The laminated wood beams and the tongue and groove wood ceiling is beautiful. Every consideration should be given to saving and re-using the beams and ceiling. Could this be used to create a covered drop off area at the main entrance?
 18. An office for a coordinator should be planned for. SCET could also utilize this space
 19. A resale shop for the crafters would be a nice addition.
 20. There is a need for a computer lab or common space, but this could be located in the new library.
 21. There needs to be a better organized bulletin board display space. Could an outdoor kiosk be utilized?
 22. There is a concern that with the state of the current economy, this may not be the time to construct a new center.
 23. Where will the center be temporarily located during the construction? The City is looking at many options, but cannot lock in on a specific location yet, since the project is still several years out.

The above is our understanding of matters discussed and conclusions reached. Participants are asked to review these items and advise of any additions or corrections.

Respectfully,

Zimmerman Architectural Studios, Inc.

A handwritten signature in black ink that reads "Doug Barnes". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Doug Barnes, AIA
Vice President Principal