

## NFI INTERVIEW OUTCOMES

January 28, 2012

This document is intended to record the outcome of each interview conducted by the New Facilities Investigation Committee representatives with respect to the conceptual design for a new facility at Port Nelson United Church.

A selection of representative groups was invited to participate via an email (see below)

*“You may have heard that Port Nelson United Church has been investigating the possible replacement of the eastern portion (east of the sanctuary) of our building with a new facility. The New Facility Investigation (NFI) committee has reached the point where we have a conceptual design which was prepared by a local architectural firm (see attached).*

*It is now time for the committee to conduct interviews with a sample of the groups who use our facilities at Port Nelson. We would like to try to determine what impact (positive or negative) a new facility might have on these groups.*

*It is estimated that an interview would require approximately 30 minutes or less of time and we would appreciate you telling us which date and time (in January 2012) would work best for you and/or your group. We hope to have all interviews completed before January 26, 2012.”*

**The outcomes recorded in the following pages are in no particular order.**

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Group Name: **BURLINGTON TABLE TENNIS GROUP**

Contact: **Yvan Dagenai**

Meeting Date & Time: **Friday, January 6, 2012 @ 5:15PM**

1. *What was your initial reaction to the conceptual design?* Yvan's first concern was about the timeline for change and whether his group could continue to use spaces at PNUC
2. *After closer review, what do you feel about it now?* Yvan likes the current Port Nelson facility because of our relatively lower rental rate (about \$1085 per year), good floor size & covering, table storage space, lighting and the height of the ceiling. They wondered about the new ceiling heights and room dimensions.
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?* Yvan indicated that any space must have a ceiling height minimum of 12 feet. In addition, a vaulted or arched ceiling would be ideal. This limitation excludes their use of any proposed lower level space. A very important factor for them would be secure storage of their tables on the same level as the Fellowship Hall. They can foresee remaining at Port Nelson if the rental was still reasonable, the floor covering was hard and they had storage space for up to five folded tables.
4. *Do you feel a new facility would have a positive or negative impact on your group's use of PNUC spaces? Why?* The table tennis club is neither positively nor negatively impacted if the condition noted early were met. If the building remained "untouched" they would be fine too. They foresee themselves remaining active in Burlington for a long time and if we can help that happening all the better.
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?* Could we entertain an allowance for folding table storage floor space of approximately (3' x 6' x 5) 90 SQ/FT? This does not need to be exclusive but always available.

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Group Name: **BURLINGTON BRIDGE GROUP**  
Contact: **Murray Shapcott**  
Meeting Date & Time: **Monday, January 9, 2012 @ 11:00AM**

1. *What was your initial reaction to the conceptual design?* Murray was initially interested in the new look but a little concerned about the size of space his group would use.
2. *After closer review, what do you feel about it now?* Positive is the simple reaction. He felt the ability to divide the Banquet space was a good feature. He was also a little concerned about the timeline before his use of the building would be disrupted.
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?* Murray's group is relatively large and most likely would wish to use the main level space. However, the lower sanctuary classrooms would work well too because of the good sun light.
4. *Do you feel a new facility would have a positive or negative impact on your group's use of PNUC spaces? Why?* The current space used is the lower auditorium and in the warmer months the lack of air conditioning is a problem. Clearly the new facility would have a positive impact on the bridge group from the view of accessibility and comfort in summer and winter. Murray commented on the large front windows with a view of the street.
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?* He felt that we might consider removing one of the block walls between lower sanctuary classrooms and replace with a moveable screen to offer another large space in the complex.

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Group Name: **VENTURERS, SCOUTS, CUBS**  
Contact: **Colin Ballantyne**  
Meeting Date & Time: **Thursday, January 19, 2012 @ 6:45PM**

1. *What was your initial reaction to the conceptual design?* A basic positive response.
2. *After closer review, what do you feel about it now?* Colin realizes that the “normal” routine of regular meeting may need to change with respects to an activity (energy disbursement) before the program work.
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?* Colin sees the new space to be appropriate and they wish to continue using PNUC.
4. *Do you feel a new facility would have a positive or negative impact on your group’s use of PNUC spaces? Why?* Positive because of the potential of retaining some storage and alternate spaces for Venturers and lower classroom use.
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?* Colin sees a potential to utilize the “shell space” for more of the low intensity sports activity for his group. He also sees many options for the Venturers because they normally use a boardroom format.

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Group Name: **SPARKS, BROWNIES**

Contact: **Trish Beauchemin & one other (Julie)**

1. *What was your initial reaction to the conceptual design?* Initially they saw the design as a loss of a large space and were concerned about a disruption of their use of the existing spaces.
2. *After closer review, what do you feel about it now?* The function of the divider partition was explained and some potential renovations of the lower classrooms outline. They both felt a lot better about the new building.
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?* They see their groups using either the banquet space or the lower classrooms.
4. *Do you feel a new facility would have a positive or negative impact on your group's use of PNUC spaces? Why?* Overall they were very positive. They had a few questions about being able to hold sleepovers.
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?* They feel PNUC is situated very well and provides a great service to the community. They hope a bit of storage would come with the new facility. They suggested that the church provide access to some unbreakable dishware. They also feel we could be doing a better job with waste management.

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Group Name: **MISTLETOE MART**

Contacts: **Jocelyn Kisk & MargaretJane Wallace**

1. *What was your initial reaction to the conceptual design?*
2. *After closer review, what do you feel about it now?*
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*
4. *Do you feel a new facility would have a positive or negative impact on your group's use of PNUC spaces? Why?*
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*

**Cons** - Probably only be able to have 2/3 of the current number of artisans if we are able to still use lower rooms (room 1, room 2-3 and room #6. (Loss of Revenue)

There may be not a same amount of total space available for the church groups (Loss of Revenue)

The four foot non-folding tables will have to be stored somewhere during renovation as 4 foot tables are needed to layout the lower room

**Pros** - The banquet space on the ground level could be used for all of the church groups (bake table, sewing knitting, jewellery, craft, silent auction and restaurant) with spill into the narthex. This would showcase the church groups and thus could raise more money and make up for the loss of income because the total space is reduced.

The crowding which currently occurs in the O'Brien Room would be eliminated by using the banquet room and Narthex therefore the sewing, knitting, jewellery may be able to sell more.

The long six foot tables and maybe some of the 4 four foot table would be needed.

The Banquet room and the new kitchen would mean that the cafe and restaurant would be easier to run. As the restaurant would be so easy to get to, may be the menu could be expanded and more money be earned. We should check out what St Christopher does.

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The storage space on the ground floor would mean most of tables for the ground level would come from this level so easier set up. May be only the card tables and 6 foot table would need to come up.

The artisans can use the elevator to bring their stuff into the basement. (Less complaints yes!!!) All of the rooms under sanctuary would still be available for use. That is room 1, room 2-3, room 5 and room 6 and that all of the furniture and the equipment can be removed and stored elsewhere during the event. I am assuming that none of these rooms will be have permanent equipment which cannot be used.

The Chapel would be available for use for artisans or church group (possible income generation) Library would be available for the library committee to use for book sales (income from book sales remains with the library committee to this is income neutral to MM but means the church does not have budget that money for the library committee)

Using the shell space means that 4 foot tables could be stored on the lower level and then used on that level so less carrying up and down stairs. The furniture from the rooms could go into the shell space.

Elevator will mean that the lower level will be more accessible on the day of the event. Less stairs to climb so my legs will be thankful.

I am thinking no matter what that the renovation will take more year so that will be one year which the MM will not be able to run as the old space will be gone and new space will not be ready. So an alternative event/location may need to be looked into.

MargaretJane

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Group Name: **MOMSTOWN BURLINGTON**  
Contact: **Lisa Beraldo**  
Meeting Date & Time: **Tuesday, January 17 @1:30 via telephone**

1. *What was your initial reaction to the conceptual design?* Lisa's initial reaction was "what a nice large space". I provided a bit of background about how we have reached this point in the investigation.
2. *After closer review, what do you feel about it now?* She felt that the new facility would be great for the purposes of Momstown. Larger washrooms, elevator and good sized kitchen.
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?* Lisa felt that the new facility would be ideal for their group. They have used the lower classrooms and on occasion the lower auditorium. They see themselves using the lower classrooms for some events.
4. *Do you feel a new facility would have a positive or negative impact on your group's use of PNUC spaces? Why?* Lisa feels that the change would be positive because of the new accessibility for strollers and equipment. In addition, the idea of having more modern hot beverage brewing units and good sized kitchen were all pluses.
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?* I related other feedback about the removal of the block wall between two classrooms and its replacement with a folding partition was a good idea to relieve pressure on booking of the large Banquet space.

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Group Name: **ARTS & LETTERS**  
Contact Information: **Carol Thomson & two others**  
Meeting Date & Time: **Wednesday, January 18<sup>th</sup> @ 1:30PM**

1. *What was your initial reaction to the conceptual design?* Carol and two other members of the group executives attended. Their initial concern was having access to a kitchen with their meetings. If they were to use the smaller portion of the banquet space they noted access to only one washroom.
2. *After closer review, what do you feel about it now?* They wanted to know the seating capacity of the smaller section of the Fellowship Hall. I could only estimate it to be 100. They have a concern about retaining a cabinet for storage of their china tea cuts, etc. I assured them that an accommodation would be made. They wondered about the time frame and I said no earlier than the spring of 2013 and a one year building period.
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?* They see themselves continuing to use space at PNUC but wondered about the cost and being able to retain their preferred day of the week and month.
4. *Do you feel a new facility would have a positive or negative impact on your group's use of PNUC spaces? Why?* A positive feeling. They feel that the new building is a good design and happy about the reduction of stairs and having an elevator.
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?* They would see renovations to the lower classrooms and kitchenette as possible enablers to them using the classrooms at some date. The key items for them are the right size space, access to a kitchen (hot & cold beverages), cost and accessibility. They need a space from September through April.

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Group Name: **SHORELINE BRIDGE GROUP**  
Contact: **Joe Blatnick**  
Meeting Date & Time: **Wednesday, January 18<sup>th</sup> @ 2:00PM**

1. *What was your initial reaction to the conceptual design?* Generally positive reaction.
2. *After closer review, what do you feel about it now?* The size and cost of the space his club needs is important. On average he has 16 tables each day.
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?* Joe feels the new facility will serve his just purposes fine. He would also see the lower classroom space as a possible location if the size of the space could be enlarged as required. This was an uptake on an idea to replace the separation block wall in classroom #5 with a folding screen wall.
4. *Do you feel a new facility would have a positive or negative impact on your group's use of PNUC spaces? Why?* He feels it is positive because of the removal of some many floor levels (accessibility). They would still like to be able to have a small storage space for their equipment.
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?* He did have a suggestion that due consideration to sound suppression techniques be applied to the new spaces. The lower auditorium is found to be "noisy" from some many voices in a small space.

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Group Name: **CHOIR (Ministry of Music)**  
Contact: **Vicky Cooper and members at practice**  
Meeting Date & Time: **Thursday, January 19, 2012 @ 8:00PM**

1. *What was your initial reaction to the conceptual design?* No designated space for the choir! There was a general feeling within the choir of diminished importance and of being “overlooked”.

*The following are the prepared comments from the choir.*

## RESPONSES FROM PNUC CHOIR MEMBERS

### TO QUESTIONS ABOUT PROPOSED RENOVATIONS

Responses have been classified into three categories and summarized based on comments by choir members. These categories include design of space, designation of space, concerns about renovation costs and financing. There is still some confusion regarding the decision-making process and the stage at which we are regarding the plan.

#### Design of Space

\*overemphasis on rental of space as opposed to congregational needs – some consider banquet hall too big for church functions– some consider that the space is too small for rental purposes (200-250 guests)

\*'new' entry too large-space is wasted

\*chapel and library need to be on the main level

\*shell area should be ready for use

\*consider more open-concept model for kitchen and pantry

\*clarify reason for location of new mechanical room beneath the sanctuary in half of the present music room – why there specifically?

\*several references to 'portable bar' in the design plan – Does the Church constitution/United Church policy allow for alcohol to be served at PNUC? Does the congregation at large support the concept of licensed events? What are the

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responsibilities of an institution that serves alcohol? Will there be private bartenders? What impact will this have on insurance costs?

### Designation of Space

\*lack of designated space for Ministry of Music (The NFI Building Team December 2011 Report states under the title Music Room, "It is clear that the current music room function needs to be moved to make way for the proposed new mechanical room and to accommodate a growing choir. An existing classroom may very well be converted for that use". In the architectural plans, however, there is no specific designation for a music room.

\*considering the thousands of dollars of investment that the church has made in choir vestments (robes), music and the piano (from the Memorial Fund) there has been no provision to protect this investment with a secure space for storage. It would be very easy for vandalism and damage to occur in a multi-use room.

\*considering the importance of the Ministry of Music in leading worship and reaching out to the community there is no designated space for the music director and choir to prepare for this ministry during regular rehearsal time or Sunday mornings *the importance of which is stated above in the reference from the NFI Report*. Preparation of music by the Director, choir members and guest soloists often occurs at irregular times and relying on the potential availability of a multi-use room or the Sanctuary is not sufficient.

\*considering that the Director of Music *had* been assured at the time when his work hours for PNUC were reduced that he would have a dedicated area for planning purposes, to conduct music education and to free-lance in order to supplement his income there is now *no* provision for this. The Director of Music needs to be able to be flexible in preparing and executing his role as director and this often requires access to music facilities at odd hours (rehearsing with soloists, for example, taking into account their work schedules requires flexibility).

\*consider that music librarians need access to music files to prepare music for rehearsals and to keep the music inventory in good order – a shared space has the potential to limit times when these files would be accessible.

\*consider that choir members feel that rehearsing in a very large space such as the Sanctuary makes *learning* music more difficult because it is hard to hear instructions and the other parts (sop, alto,tenor, bass)

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\*consider that the lack of designation of a room for the Ministry of Music has resulted in a general perception by members of the choir that even though we are a part of the church family that there is diminished interest in supporting its ministry by addressing its specific needs.

### Renovation Costs and Financing

\*there is still confusion regarding the costs for the architectural report and numerous consultants

\*what is the cost for portables for storing furniture, files, etc. during renovations?

\*where will offices be located during renovations?

\*consider that renters may go elsewhere during renovations and may not return

\*what fund raising activities are planned?

\*what plans are in place to deal with the deficit? What is the current amount of the deficit?

\*what plans are proposed to deal with financing the renovation?

\*consider that this is a time of economic uncertainty and job insecurity.

\*consider that the congregation has many members who are aging and are on fixed incomes. Is there to be a mortgage and who will carry it? Is it responsible to leave a huge debt to following generations? What plans are in place to reach out to new members?

\*clarify how much of the funding cost is to be achieved before the congregation commits to the proposed renovation

Prepared by Victoria Cooper, Choir President

January 19, 2012

2. *After closer review, what do you feel about it now?* The issue of an undesignated space on the conceptual design was clarified by June Wright. There are no designated spaces within the existing classroom spaces because that task is not a part of the NFI mandate.

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3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?* The choir feels that they must have a designated space for security and to respect the contract of Richard Hansen.
4. *Do you feel a new facility would have a positive or negative impact on your group's use of PNUC spaces? Why?*
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*

### **NFI meeting with members of the Chancel Choir                      January 19<sup>th</sup>, 2012**

#### **Music Room Requirements:**

\*Windows for natural light, plus good lighting (to see the music).

\*Space for upright Memorial Piano.

\*Seating area for 40 – 50 singers (the maximum relaxed seating in Choir Loft). Current size is presently 30 members

*This would allow for joint rehearsal space with a possible future Children's Choir and growth in the Chancel Choir (5 new members in 2011, alone).*

\*Space for filing cabinets from present Choir Room, plus space for growth.

\*Robe Armoires (cupboards) for up to 50 singers and their coats (winter months).

*This could also allow the usage of the room by a community choir, possible as a rental (resulting in less heating cost for Sanctuary, as was the case up to June 2004 in current Choir Room).*

\*Room for 1-2 Long Tables (for the laying out of music and Choir Librarian needs).

\*Desk for Dir. of Music Use in music preparation and storage of some room supplies.

\*Black/Green Board Spaces (for communication of instructions, page numbers, rehearsal order, important announcements).

\*A teaching and rehearsal area for the Director of Music. Director of Music Contract allows for this capability (The area is in reality, an extension of the "office space" for the Director of Music). *Access to the DESIGNATED Choir Room is necessary 24/7, in order to accommodate the logistics of a HALF-TIME STAFF position, as currently, up to 14 hours are flexible.*

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\*Storage space for other instruments and music stands.

\*Wall space for donated Stereo System (fall of 2011).

\*Pre-service rehearsal space 30-45 minutes before all services.

**Except for size of the Chorister seating area, current Choir Room has been adequate for 50 plus years. For one Choir only, a Children's Choir and the Chancel Choir *cannot* adequately rehearse together.**

### **Explanation of Rehearsal VS Performance Space Criteria:**

**A *Rehearsal Area* requires a more intimate space for note learning and communication between Music Director and Choristers, where a *Performance Area* (Sanctuary) requires a more resonant acoustic (which also greatly enhances the congregational singing. The "speaking voice", on the other hand, needs a 'dryer' acoustic. The sound system helps, in order to help the congregation clearly understand the words).**

**While it is true that some Choirs successfully rehearse in the Sanctuary (Choirs of a professional/semi-professional standard), most Choirs rehearse in a *designated* Choir Room. Churches that do not provide a Choir Room might possess a Music programme that might not be at the same priority as PNUC, compared to other ministries. Neighbouring churches of PNUC which *have* such rooms are: St. Christopher Anglican Church and Wellington Square United Church. St. John's Anglican Church (Ancaster) also has a Designated Choir Room. These churches with designated space possess Choirs similar in size, and makeup, to Port Nelson. Professional/semi-professional Standard Choirs, such as those that might be found in Toronto area, come to rehearsals with most "note learning" completed, and/or have a much higher level of sight-singing ability, thus enabling a Sanctuary rehearsal process to be successful. It is also important to realise that these churches also will have a regular, assistant organ/piano accompanist on Staff, which greatly helps the Director of Music communicate with the singers.**

**Room #1 : 936 square feet (current Sunday school)**

**Room #2/3 : 1069 square feet (current Nursery)**

**Room #4 : 666 square feet (current Choir Room, 30 Member Choir)**

**Room #5 : 977 square feet (current Pinnacle space on Sundays)**

**Room #6 : 753 square feet (current Sunday school)**

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**The Chancel Choir, and the Director of Music, request that a larger “CHOIR ROOM” be designated in any future drawings, in the same spirit of the following: Fellowship Hall, Library, Kitchen, Administration Offices, Staff Rooms, and Sanctuary. In September 2011, the Chancel Choir experimented (over a 4 rehearsal period) with *Room #5*, and found it accommodated all of the Music Ministry’s present requirements, while providing for future growth. This is in order to acknowledge the support for the “uniqueness” of a growing Ministry of Music at Port Nelson United Church.**

**Richard Hansen, Director of Music**

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Group Name: **REFLECTIONS**  
Contact: **Roberta Robb & three others**  
Meeting Date & Time: **Tuesday 24<sup>h</sup> @ 1:30PM**

*June Wright & John Zinkie participated and John was the note taker*

1. *What was your initial reaction to the conceptual design?* It was not immediately clear that there was a room as private, quiet and comfortable as the current meeting space in the Library. The group needs a quiet, private space where they can speak confidentially to each other with no interruptions and that the space is available every Tuesday and will not be booked for some rental use.
2. *After closer review, what do you feel about it now?* The group expressed a concern that they may have to compete for a regular, familiar room. June pointed all of the potential rooms which could be configured for use by this group and that other input indicated that a more robust scheduling tool be employed in the space booking administration.
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?* It was reiterated that the group likes the space they use now and expressed some doubt about the need for a new facility.
4. *Do you feel a new facility would have a positive or negative impact on your group's use of PNUC spaces? Why?* No discernable negative or positive position was expressed.
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?* It was recognized that the NFI Committee was trying to fulfill their mandate. However, there was extensive “give and take” conversation about the merits of new verses renovation. Some feel the Gathering Foyer size is a step back if the Fellowship Hall was unavailable on Sundays. Others felt that the Fellowship Hall seems to be too big. There was some doubt expressed about the ability of Port Nelson to increase rental income to the \$100K level with the new facility. There is definitely a fear that the congregation cannot afford the new option.

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Group Name: **BADMINTON**  
Contact: **Pat Pring**  
Meeting Date & Time: **Via telephone & email**

1. *What was your initial reaction to the conceptual design?* Pat was rather neutral on the subject.
2. *After closer review, what do you feel about it now?* Ceiling height or clearance from obstacles was a concern and I asked what were the rules regarding that. Pat agreed to look into it and came back saying “that there is no official standard but the say 25 feet + lights – so -- they say 33 feet”.
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?* Pat decided that her group would take a pass on further discussion about the new facility at this time.
4. *Do you feel a new facility would have a positive or negative impact on your group’s use of PNUC spaces? Why?*
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*

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Group Name: **FUNERAL & WEDDING COORDINATORS**

Contact: **Margaret Ashfield - Funerals**

**Ann Smith - Weddings**

Meeting Date & Time: **Reports Week of January 22nd**

1. *What was your initial reaction to the conceptual design? Where is the gym? Disable washrooms good and needed. Could use more women's toilets than men's. Great room a good size. Kitchen looks good*  
*I thought it was a good start. I was pleased that the architect was able to answer some of the questions that I had.*
2. *After closer review, what do you feel about it now? The long cloakroom still bothers me in that it appears to be a long narrow area to be crossed in order to get to the washrooms. With the cloakroom in front of the washrooms I question whether or not they are 'accessible' in the broadest sense of the word.*
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken? Small funerals could use half of the great room space. Kitchen handy for serving at receptions. Where would a family gather on main floor before a funeral? As a wedding coordinator I find the current O'Brien Room to be a quiet space in which to gather the bride, her wedding party and family members before the ceremony starts. The solid doors keep the rest of the guests separated in those last few minutes before the ceremony.*  
*With the new proposal I understand that the doors between the foyer and the 'banquet hall' will be transparent which will not ensure privacy before a wedding ceremony. I would prefer to see a room smaller than the proposed 'banquet hall' with fixed comfortable furniture to act as a gathering room.*
4. *Do you feel a new facility would have a positive or negative impact on your group's use of PNUC spaces? Why? Positive – washrooms- office space brighter, great room will need decorating to make it have a cozy feeling. As a wedding coordinator I feel that the existing facilities (O'Brien Room, sanctuary, upper narthex) work very well although I recognize the shortcomings of the current washrooms. A new facility could be made to work as well but I do not feel the concept proposed meets the mark.*

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5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?* I feel a gym is needed because it is used by the community – e.g. scouts, guides, badminton, table tennis and it is a positive outreach in the community. I think that the Library will die in its proposed position. I have nothing constructive to add at this point but I will stay tuned as the plans evolve. Thank you for all your hard work.

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Group Name: **ADVENTURE CREW, PINNACLE GROUP, GLEE CAMP,  
GRADES 7 & 8**

Contacts: **Jay Poitras and Suzanne Smith  
Youth and Children's Ministry**

## *1. What was your initial reaction to the conceptual design?*

We were both very pleased that program spaces for children, youth and teens remained (as they were relocated November 2011) below the sanctuary for a number of reasons. We believe it makes most sense to keep these programs together in close physical proximity and for the two staff members to share an office space near the classrooms. The rooms are very bright, large enough, and can be divided to serve multi-purposes.

In broader terms, we were glad to see “user-friendly” accessibility addressed in the conceptual design. This will allow everyone (participants and volunteers) barrier free access to the program spaces via the elevator.

As we begin to plan programs for families, including our new series, “Family Date Night” (for families with children and youth under 18 years old), we were excited to see the potential for large group gatherings in the new fellowship hall.

## *2. After closer review, what do you feel about it now?*

We continue to be very excited and optimistic for the future of a new building at Port Nelson as we continue to evolve into a church for all ages and families in the 21<sup>st</sup> century.

## *3. How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*

The Child, Youth and Family Program Staff see our groups using the following spaces:

Suzanne Smith oversees the ADVENTURE CREW program:

ADVENTURE CREW (Shipmates JK-Grade 2) – **one classroom**

ADVENTURE CREW (Cadets Grades 3-5) – **second classroom**

As the program develops, we may see the need for a **third classroom space**. Ideally, one of these three spaces would be a designated space that Suzanne could have set up throughout the week and store the majority of the program texts, equipment and supplies.

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We'd like to suggest relocating the ADVENTURE CREW programs to where the current Nursery is located. In the current Nursery space, Suzanne could divide the room into 2 groups when necessary (with the existing dividing wall), or have a large group space when that suits her activity. We would propose that the Nursery be relocated across the hall to the room that Suzanne is currently using as her main classroom (the yellow room).

Jay Poitras oversees the PINNACLE program:

PINNACLE (Grades 6-12) – **one classroom**

The (blue) classroom that Jay is currently using is working well. This room is shared with the choir who use it to rehearse on Thursday evenings.

Jay also runs two evening programs a month. "The Rec Room Drop-In" is held on the second Wednesday of each month between 7:00-9:00 pm. We have been using the blue classroom and this is meeting our needs. The other program, "Pizza and a Movie" runs on the fourth Thursday of the month between 6:30-9:30 pm. We have been using the O'Brien Room to host this event to accommodate the choir's rehearsal. This arrangement is working fine for the youth.

*4. How do you feel a new facility would impact on your group's use of PNUC spaces? Why?*

The two Sunday morning programs would not significantly be impacted by a new facility, except for the elevator providing an independent, easy to use option for those participants and volunteers who require it. The other programs (i.e., GLEE Summer Camp, Family Date Series, and the two youth/teen nights, etc.) would be more affected, and in a positive way. The new facility would offer a new kitchen space directly attached to a large gathering space on the main floor. This would allow us to plan outdoor events on the front lawn (e.g., Family BBQs) with direct access to the kitchen and washrooms on the same level.

During a large scale program such as GLEE, there would be sufficient washroom spaces in the same vicinity which will increase our supervision of participants who need to use the washroom.

The flexibility of the new fellowship space would afford us the option to divide into smaller groups for breakout sessions without having to go downstairs to the separate classrooms.

*5. What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*

In the present configuration of our office space, there is a panelled wall in the middle of the room which divides the room into two long, narrow spaces. We hope this wall could be removed, so as to maximize the office space. Additionally, there is a sink in the office, and we would like to ask for a fridge and microwave to prepare and store snacks for the Sunday programs.

## **NFI INTERVIEW OUTCOMES**

January 28, 2012

At the moment, there is no telephone in the Child, Youth and Family Program office (or in any of the classroom spaces). For safety reasons, we believe this is necessity that should be addressed as soon as possible. Further, there is no computer or printer (although Jay purchased a laptop with Continuing Education money), nor is there wireless internet access. We understand that wireless internet is being investigated.

## NFI INTERVIEW OUTCOMES

January 28, 2012

Group Name: **LIBRARY**

Contact: **Sharon Lipsit and other library members**

1. *What was your initial reaction to the conceptual design?*  
Dismay that the library was on the lower level; library needs to be on the traffic flow, needs to have visibility.
2. *After closer review, what do you feel about it now?*
  - the proposed space is bigger and much better accessibility
  - it is still on the lower level, we need to remind people we are here, we need a desk and a computer
  - narthex at present is very cramped with after service coffee, gift card sales, tickets sales etc so little room to put a book display
  - proposed Elevator will help greatly with transporting books to the sanctuary level
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*
  - we would use it as we do now but believe we would do less business
4. *How do you feel a new facility would impact on your group's use of PNUC spaces?*  
*Why?*
  - it would reduce our business
  - we wouldn't trade bigger, better space for the visibility
  - if we could use part of the proposed new auditorium as there is so much space there, we would need to be able to secure the books, have a desk and secure our computer
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*
  - access to the proposed main level washrooms looks cramped, having a big group in cloak room area would make going to washroom difficult
  - what is the long term cost of running a new facility compared to renovating spaces from a heating and electrical aspect?

## NFI INTERVIEW OUTCOMES

January 28, 2012

Group Name: **TELEMINISTRY**

Contact: **Sharon Ife**

1. *What was your initial reaction to the conceptual design?*
  - it would be good to be on the main level
  - going through the main administration area to the office may be good or not
  - what about the safe keeping of files, now there are files which sit on a desk in a locked designated room
  - new office space would be warm, clean, dry, no mould
  
2. *After closer review, what do you feel about it now?*
  - being in the office in admin area is safe, secure, can lock door when using space, have a well lit space facing parking lot, feel more secure, better safety as callers are in alone on some evenings
  - will need to have a secure filing cabinet; hoping to have all files on computer with a dedicated pass word for access
  
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*
  - in the new proposed building there would many spaces which we could use for workshops and the spring luncheon
  
4. *How do you feel a new facility would impact on your group's use of PNUC spaces? Why?*
  - don't anticipate a big impact on our group, or only positive
  - we would need to have WiFi access for computer which we do not have now as we are too far from router
  
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*
  - energy efficiency is very important (we did the interview in lower narthex and had to wear our coats for warmth)
  - accessibility of the washrooms is very important and this fact has been shown to us many times
  - expressed some surprise with the flat roof portion of proposed building as we have had some problems with our flat roofs.
  - there was a problem with water leaking into current teleministry office, water leaking directly through the walls and though walls were painted efflorescence has started up again

## NFI INTERVIEW OUTCOMES

January 28, 2012

- mould is a very big concern given the number of leaks we have had throughout the building; the situation of lack of maintenance for present roofs was explained as was the idea of green roofs on the flat roof portions and this was met with approval
- like the sky lights so it is bright and welcoming in the narthex, lots of natural light
- storage of items now for the Mistletoe Mart is very poor because of the damp, things reek of mildew and actually have to be discarded due to mouldy smell. A good dry storage space would be paramount for an organization which does a bazaar every year as one of their big fundraisers.

## NFI INTERVIEW OUTCOMES

January 28, 2012

Group Name: **PRAYER GROUP & TRAVEL CRAFTS**

Contacts: **Joan Milne and three others**

1. *What was your initial reaction to the conceptual design?*
  - plan doesn't pertain too much to us as we don't need that much space for the prayer group
  - worry about travel craft group
2. *After closer review, what do you feel about it now?*
  - where do we go in the interim while building is occurring?
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*
  - we can use any space, not attached to the O'Brien Room, there appear to be lots of spaces for us to meet in.
  - Travel crafts, need lots of space, could really use some storage space for materials, we could use chapel or part of auditorium
4. *How do you feel a new facility would impact on your group's use of PNUC spaces?*

*Why?*

  - no impact, we are flexible
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*
  - main comment is we would like to see comparisons with other designs/renovation possibility
  - energy efficiency is key to any project we undertake, we need to be good stewards of our resources

## NFI INTERVIEW OUTCOMES

January 28, 2012

Group Name: **FOOD VOUCHER DISTRIBUTION**

Contacts: **Dorothy Stansfield , Carolyn Ellison**

1. *What was your initial reaction to the conceptual design?*
  - the design covered lots of ground, lots of good ideas, a good design
  - don't like cloakroom entrance to washrooms
2. *After closer review, what do you feel about it now?*
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*
  - a new fancy room might scare off some of the homeless and needy.
4. *How do you feel a new facility would impact on your group's use of PNUC spaces?*  
*Why?*
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*
  - It is a wonderful vision but not the right vision for us when there are so many needy around us, because of the recession and the church still has a debt.
  - perhaps when we have a greater number of younger members in the congregation instead of all the pensioners and widows on fixed incomes look at this vision
  - not in favour of a new building when there are so many needing food and housing

## NFI INTERVIEW OUTCOMES

January 28, 2012

Group Name: **ELAINE'S VISION & Women's Christmas Communion & Pot Luck**

Contacts: **Joyce Irish with e-mailed input from members**

1. *What was your initial reaction to the conceptual design?*
  - 17 members in Elaine's Vision-initially no problems with space
  - won't have impact on our group as they are certain there will be room available form monthly meeting
  - need accessible space with kitchen facilities and the elevator would solve the current problem of inaccessibility
2. *After closer review, what do you feel about it now?*
  - we are very flexible to our meeting space and can see spaces we can use
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*
  - in proposed new facility we would need space for 12-14 members who meet regularly with access to kitchen
  - the Christmas Communion would use well the proposed new auditorium, it would be bigger, have better space for meeting, accommodating everyone and directly across from the sanctuary
4. *How do you feel a new facility would impact on your group's use of PNUC spaces? Why?*
  - it would really improve the Women's Christmas potluck and communion
  - new space would be more accessible for everyone
  - have bigger, better meeting space than we do now in library with access to a kitchen where we can use washable dishes rather than disposable plates and cups
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*
  - the current washrooms on the main lever are terrible, not nearly enough room
  - our whole current spaces are not accessible this prevents people with a physical disability from joining our group
  - when we need audio/visual equipment now it has to be lugged up and down
  - if old upstairs kitchen is part of rebuild, how would the new kitchen affect baking for Mistletoe Mart?
  - going from 4 kitchen type spaces to 1 big kitchen plus a kitchenette, we need to make sure we have adequate kitchen facilities, that the kitchenette on lower level is adequate.

## NFI INTERVIEW OUTCOMES

January 28, 2012

Group Name: **SPIRITUAL GROWTH MINISTRY**

Contact: **Marilyn Parsons**

1. *What was your initial reaction to the conceptual design?*
  - that all the things we are doing now as a ministry can still be done in the new plan, that church school, nursery, adult spirituality can all be accommodated
  - underneath the sanctuary in the classrooms with the addition of good partitions you could 2 groups meeting in one class room space
2. *After closer review, what do you feel about it now?*
  - Pinnacle and scouts can do lots of activities in proposed auditorium space and also they can go outside and across the street to the park
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*
  - can see the youth and children's ministry in offices under the sanctuary close to their group space
  - all small groups can be accommodated in class rooms, in proposed new chapel, in proposed new library
4. *How do you feel a new facility would impact on your group's use of PNUC spaces? Why?*
  - this would be better, it would give us more space, many more options, can do more with the larger space for the library
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*
  - we are under using our sanctuary, only worship on Sunday, the choral group and the very rare choir practise
  - question if we could get rid of pews and use chairs
  - can use sanctuary as a regular stage for concerts. Drama groups
  - need a ramp or other structure to make east end of proposed auditorium accessible when either west end of auditorium or sanctuary are being used

# NFI INTERVIEW OUTCOMES

January 28, 2012

Group Name: **STAFF**

Contacts: **Rev. Michael Brooks, Rev. Gord Dunbar, Richard Hansen, Rick Tucker, Rebecca Murphy (through written notes) (*the youth and children's ministries provided input separately*)**

1. *What was your initial reaction to the conceptual design?*
  - Perhaps a bit more than we needed to build
  - Rick who uses space needs to be part of higher level design at some point
  - Need sound proofing in auditorium in partition
  - Liked the flow through, the office area close to the parking lot entrance, the defocus on the “gym” space and a move to a multi-purpose space,
  - Liked the rough-in shell space for future purposing
  - Liked the accessibility
  - Liked the sky lights
  - Felt it was a good balance of the needs of PNUC’s mission and expressed needs of the congregation
2. *After closer review, what do you feel about it now?*
  - Space is smaller overall (square footage wise) but there is much better use of the space in proposed plan
  - \*\*\*great to have main floor all on one level
  - Meets the needs of the congregation now and into the future
  - Need to have as much natural light as possible in the administration space
  - Still feel as above but with concerns about some details: place the teleministry/counting/meeting space between the two ministers’ offices
  - Reduce size of men’s washrooms and add to women’s space on the main level
  - Is washroom in administration space accessible?
  - Are we accommodating those with visual impairment? Have focused on physical accessibility.
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*
  - Office spaces are more than adequate
  - Really like having the meeting room in the administration space and the possible placement of it between the two offices
  - The office meeting space is a great place to gather which also offers a flexible space for other, smaller gatherings when unexpected meetings come up
  - Ministers’ office is larger than now so book shelves can easily be used, however accommodation for the hanging of robes, stoles and coats

## NFI INTERVIEW OUTCOMES

January 28, 2012

- The workspace in the admin are with a door helps keep the noise of office machines lower
  - Storage in the central office could be a problem
4. *How do you feel a new facility would impact on your group's use of PNUC spaces? Why?*
- Positively because it is more visible, more accessible, provides work space that can help reduce cross noise distractions, and staff has easy access to each other
  - Music room needs to be a designated space solely for the music group, not shared due to the flexible demands of music director's job.
  - The artists before performing at a concert could use the class room space below sanctuary and have easy access up the back stairs.
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*
- Would there be any concerts taking place in auditorium? If so important to remember acoustics for both voice and music
  - Best part of the plan is the orientation of the offices to the main entrances; people will know exactly where to go
  - Is there a chance to have a 3D model produced to give better visuals
  - Investigate a parking agreement with the city for the parking across the street as our parking is still inadequate. It was noted that the Roseland Club owns all that property and have kindly allowed us to use it over the years. They receive tax consideration from the city due to the fact they allow the park to be booked for dept. of rec. sports.

## NFI INTERVIEW OUTCOMES

January 28, 2012

Group Name: **MEN IN APRONS**

Contacts: **Patrick Sweeney and approx. 12 others**

1. *What was your initial reaction to the conceptual design?*
  - a. there was concern about the access to the kitchen from auditorium when partitions are pulled
  - b. separation of the cooking from the pantry area was a concern
2. *After closer review, what do you feel about it now?*
  - a. What will the ceiling height be in auditorium
  - b. What about badminton, if we had a vaulted ceiling could badminton be played?
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*
  - a. Well designed pass though noted
  - b. For the Thursday MIA lunches where will we eat, one of the auditorium spaces?
  - c. Auditorium is a great space for pancake supper and other dinner events
  - d. We could put on dinners and lunches for outside groups similar to St. Christopher's and Wellington Square
4. *How do you feel a new facility would impact on your group's use of PNUC spaces? Why?*
  - a. We could potentially do more meals and events than we do now
  - b. We are really limited in the use of space we have now, the pancake supper is a real stretch to put on
  - c. I cannot see anything negative about the new space, it would serve our needs well
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*
  - a. A better scheduling program is needed at present and in the future
  - b. We know that library wants to be on the main level but also understand that not every space can be on the mail level, how many hours is the library open for library business now?
  - c. Still think we need a gym but understand that the majority of the congregation do not agree with this, that they feel there are many other recreational facilities available.

## NFI INTERVIEW OUTCOMES

January 28, 2012

Group Name: **MINISTRY and PERSONNEL**

Contact: **Susan Posgate**

1. *What was your initial reaction to the conceptual design?*
  - we feel design is lacking from perspective of staff office space
  - open concept work station for office administrator not good; need a quiet space for work station for bookkeeper and church administrator.
  - too much emphasis on rental areas, areas for children not well thought out
2. *After closer review, what do you feel about it now?*
  - are we allowing for growth?
  - music room should be a dedicated space
3. *How do you see your group utilizing the spaces at PNUC if and after new construction is undertaken?*
  - the proposed new plan does not impact our meeting space requirements, we meet once a month and can use any of the meeting rooms
4. *How do you feel a new facility would impact on your group's use of PNUC spaces?*  
*Why?*
  - no impact
5. *What additional comments or feedback would you like the NFI Committee and/or Council to consider with respects to facilities at PNUC?*
  - cost may be way beyond our reach (one person's opinion, not the group)