

Memorial Garden/Columbarium Project

Meeting August 11, 2011

Notes

Telemarketing Strategy Results

- Dana presented the results of the Telemarketing calls made by Gen Estenson and asked members of the team to personally thank Gen for her work contacting the people listed in the current Peace Directory. Dana also distributed to Team members the Survey sheets for those who wanted more information. Team members are to give a follow-up call.
- Rich Collins initiated a discussion of the response to the question “What will happen to the Columbarium if Peace is no longer at this location?”
- Dana and Nancy replied that the current answer is that the Team is working out the details of where the Columbarium would be moved. The “Agreement” for those who buy niches or plaques will spell out these arrangements.
- A reciprocal arrangement with St. Timothy’s Church (Episcopal on Diablo Rd), which also has a Columbarium, is being considered.

Cremation Information from Local Businesses

- Dana distributed a packet of information collected by Nancy Carlston. The basic cremation price for Wilson & Kratzer is \$1850 and the non-discounted price for Graham-Hitch is \$1865. Wilson & Kratzer suggested they would like to have an opportunity to put together a package for our church (and give a discount).

Project Management Letter from Mark Wilson

- Dana shared a letter from Mark Wilson, which described his company, Sacred Space Memorial, which could work with Peace Lutheran in planning, construction, and financing/sales of the columbarium. Rich Collins noted that previous Peace collaborations with outside advisors on projects had not been successful. Team members felt that the duties listed by Mark were being handled by the Columbarium Team.

Ben Foley (Homecoming Inc) phone call information

- Dana reported a recent phone call from Ben Foley. Ben asked that the engineering drawings for the Columbarium be sent to Homecoming, to insure that the technical requirements for the niches are met.

Engineering Drawing/Design Alternatives

- Dana had received three names from Les Marquoit as potential creators of the technical drawing: Jennifer Sandstrom, Howard Lassiter and David Claydon.
- After discussion of how we would choose among these individuals, Bill Carmel offered to do the technical rendering. Les Marquoit would approve the drawing, since he has an engineering license.
- Bill’s offer was accepted. Pr. Steve noted that there should be some compensation for Bill for this work.

Contractor Alternatives

- Mark Wilson recommended Mark Bracbett of Column Concepts and Charlie Knapp of C&L Construction.
- Also suggested were the contractor for the United Methodist Columbarium in Stockton; David Speary, Chuck Jusic, Ken Soto for grading contractor, Steve Marquoit

Photo Simulation and Arial Landscape Plan

- Discussion took place regarding the appearance of Alternate 3 prepared by Gates Co. Among the concerns were the curve of the top of the wall (e.g. scalloping), the facing material on the wall, whether the niches were flush with the wall, and the amount of mounding of the dirt. Rich Collins noted that the Siberian Elm in the foreground of the photo simulation "is not long for this world". Libby confirmed that a tree specialist from Bartlett Tree Service found a 2 foot cavity in the crotch of the tree, which could result in the tree splitting in half at any time. [The tree removal issue is going to the Church Council.]
- Rich Collins also identified safety issues if there is a drop-off from the berm.
- Rich Collins also mentioned that the existing boarded-up well needs to be removed as well. [This also will go to the Church Council.]
- Satisfaction was expressed for the overhead site view for Alternate 3. However several expressed concern that the Alternate 3 photo simulation did not adequately convey the look and design intentions from our previous conversation.
- Bill believes we should get Gates to do another rendering since the current photo simulation is not accurate. We need an attractive design for future marketing.
- Dana appointed a sub-committee to choose materials for the wall facing and the paving around the Columbarium:

Arlene Reed

Bill Carmel

Julie Arnone (suggested by Pr. Steve).

- Other Outstanding Tasks--Dana will send out a "To Do" list including
 - ✓ Rich Collins to meet with Clay Stringham from Stratford when the final plans are ready
 - ✓ Steve to create a list of Friends of the church and former members
 - ✓ Office to mail the direct Marketing letter to the above list [On hold until the final cost estimates are complete]
 - ✓ George Hepner to draft a contract for those buying niches or plaques
 - ✓ Dana and Dabbie (?) to design an informational brochure
 - ✓ Steve to locate the 'old baptismal font'
 - ✓ Libby and others to maintain the kiosk table in the Gathering Hall

Next Meeting: September 1, 2011

Expected: the Technical Drawing by Bill Carmel will be presented at this meeting.
Bill reports that he and Les Marquoit have been collaborating.