



SDS Architects, Inc. • 205 N. Dewey Street • Eau Claire, Wisconsin 54703-3537

## Meeting Notes – Revised (5-9-08)

Meeting Date: Friday, May 2, 2008

Regarding: **Hovlid Hall Renovation & Addition**  
U.W. Stout Campus  
Menomonie, Wisconsin

**DSF Project Number: 07B2F**  
SDS Project Number: 0727

Location: U.W. Stout

Present:	George Acker	U.W. Stout
	Scott Griesbach	U.W. Stout Housing
	Ann Hoffman	U.W. Stout
	Justin Fults	U.W. Stout
	J. Duncanson	U.W. Stout Housing
	Martin Fritz	U.W. Stout Housing
	Ben Markl	U.W. Stout Housing
	Amy McGovern	U.W. Stout Housing
	Chris Ziegler	U.W. Stout Student
	Art Bartels	ESG
	Nicolle VanWie	ESG
	Dale Poynter	SDS

1. Scott stated that his intent for the meeting was to determine what could be developed for the basement at Hovlid and with the entry at Fleming.
2. Nicolle presented a project overview. Discussed the floor plan in general for Hovlid and recent revisions that were made for the toilet room core (adding a fourth women's shower). All four resident floors will have the same core. Some minor confusion about what appeared to be a bed located in the resident hall director's bathroom.
3. George noted that he has been asked by SDS to come up with room numbers and he will provide those based on the overall plan of Fleming and Hovlid being one "unit" so he will leave Fleming's numbers the way they are and continue on from those for the numbers for Hovlid.
4. Discussion regarding Hovlid's basement.
  - There is an existing steam line which generates too much unintentional heat. It travels along the east wall of Hovlid and if it remains, would require insulation and/or exhaust. SDS and ESG will look into perhaps rerouting that line.
  - Possibility of adding daylight to the basement. That would most easily be handled along the west side of the building north and south of the core, since utilities are located along the east side.
3. Discussion about whether a laundry, game room or different amenities should be included both in Hovlid and Fleming or whether the two halls should take on different uses/characters.
  - It was decided that laundry areas need to be included at both Hovlid and Fleming.
  - Discussed including an Art Room at Hovlid which could function as a project work space. It would need a sink with plaster trap and exhaust. Size about 300 sq. ft.
  - Discussed the idea of having galleries either in the basement or maybe in the lobby area of Hovlid. There are many art students who live in these residences. (Also clothing designers and industrial designers.)
  - Also the idea of having a Sewing Room. This wouldn't require specific mech/elec needs and could be accommodated in "any" room. The campus will develop that at Fleming as they work with remodeling some of those areas.
  - The owner stated that there must be windows into rooms in the basement -- that there be no private spaces, including laundry, TV room, etc.
  - There is no need to have student storage or hall director storage in Hovlid. That will be relocated to Fleming.
4. Outline Program for Hovlid Basement.
  - One unisex toilet
  - One custodial area
  - One kitchen which should possibly be centralized with a dining area adjacent to it
  - One laundry, which size wise would occupy two bays of the building

- One art room, two bays.
  - One TV room, two bays.
  - Some sort of additional meeting room or conference room that also would be sized about two bays.
  - Vending for about three machines
  - The open space wouldn't necessarily be determined yet whether it was seating or games or whatever but the Campus will work with that.
5. Discussed eliminating the central stair that only connects the basement and first floor. No one uses it, it is not required per code, and it occupies a key part of the basement. SDS will pursue structural information related to its removal. *(It is apparent from the existing structural drawings that the stairway can be removed with minor effort.)*
6. Discussion regarding the lobby area and access to it.
- It was determined that we were perhaps fooling ourselves by thinking we could force people to go across the pedestrian bridge, and that students were going to travel south from the exit/entrance regardless of where we put it or which direction it was oriented. Instead of trying to fight that, we should perhaps embrace it and work with it. Towards that end, it was decided to open up (glazing) the Fleming entrance and have a small lobby area at the south east corner. We could move the entrance east a bit so we can still gain some space for additional student rooms. This is really the only place for students to await rides, and will facilitate move-in, etc.
  - Discussed pulling the receptionist/mail area out more into the lobby; having a more centralized desk for visibility and again with the idea that this is a shared desk / mail area and not just Hovlid's.
  - The Campus pointed out that they need less storage behind desk than what was supplied for Red Cedar.
  - Possibility of adding stair to the basement similar to that at Red Cedar (though not as open). This would facilitate access and increase apparent openness of Hovlid's basement. Cost could be offset by reducing size of Lobby -- two separate seating areas are not needed (Red Cedar's sees limited use). Possibly have a smaller lobby (keep the fireplace) with a "grand staircase" going down connecting to the same location as the basement level elevator access.
  - Security. It was determined that SDS and ESG will design for both halls (Hovlid and Fleming) to be able to be secured. The Campus doesn't presently secure individual residence halls, but in the future that may be a need.
  - The Campus requested that there be speakers to play background music in the lobby area.

END OF NOTES

This confirms and records our interpretation of the discussion that occurred and decisions reached during this meeting. Unless notified, we will assume that the notes are complete and accurate.

Respectfully Submitted,  
SDS ARCHITECTS, INC.



Dale Burgess Poynter, AIA  
Principal / Architect

DBP/cmj

C: All Participants  
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