

# MEETING NOTES



Project: The Parish of the Immaculate  
2019.020 2.1.2

Date: September 24, 2019  
Prepared By: Michael Eagan

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The purpose of this Renovation Committee meeting was to kick-off the Schematic Design Phase of the project.

1. The meeting began with the church renovation prayer and introductions of the members of the Church Renovation Committee.

## **Contract Status**

2. Michael inquired about the status of the Owner / Architect Agreement presented at the August 28 meeting. Fr. John and Matt responded that the Diocese would return their review of the document this week. Matt had some questions regarding the wording in the contract describing the scope of the project. Michael will adjust that description to reflect the document prepared by Br. Martin and the Renovation Committee titled "*The Program for the Renovation of the Church*".

## **Vision / Guiding Principles**

3. Michael asked the Committee why the Parish was embarking on this project. The following comments were shared:
  - a. There are significant maintenance, life-safety, and aesthetic considerations that have been deferred for far too long.
  - b. The sacred artwork "blends in" with interior finishes rendering them somewhat insignificant.
  - c. The Church is generally not very welcoming both inside and out. The interior finishes are cold and sterile. The Church lacks space for welcoming, hospitality, fellowship and interaction.
  - d. The Church interior seems dark, in fact, the project started as a lighting project.
  - e. There are many young families in the Parish now. The Parish needs to plan for the long term and consider future generations, NOW!
  - f. The liturgy has changed since Vatican II so the worship environment needs to change accordingly to enhance the worship experience. The 2017 - 2020 Pastoral Plan incorporates a vision statement that reads: "...develop and improve the Church space of the Immaculate to enhance the quality of worship".
  - g. The physical space needs to serve all (handicapped, elderly, etc.).
  - h. The guiding principles for this project are as outlined in *Built of Living Stones*. There are no Diocesan guidelines beyond periodical reviews of the direction of the project.

### **Scope of Project**

4. Michael asked the Committee to elaborate on certain elements of the program as recorded in these comments:
  - a. Approach to the Church
    - i. A fair amount of parking is off site in the neighborhood. This really only creates an occasional problem when driveways are blocked. Michael will study more efficient parking, vehicular pathways, pedestrian pathways, and HC parking that reinforce and lead to the various entrances of the Church.
    - ii. The main (east) entrance serves 50% - 60% of pedestrian traffic. The north and south entrances each serve 20% - 25% of pedestrian traffic.
    - iii. A canopy serving vehicles and pedestrian drop-off will be considered.
    - iv. School vehicular traffic consists of buses that stage at the north end of the parking lot and cars that either circulate single file through the parking lot (morning drop-off) or stage in four rows in the southwest lot (afternoon pickup).
    - v. Strategic acquisition of adjacent properties will be studied and considered if significant implications are realized (mainly additional on-site parking).
  - b. The Main Entrance and Gathering Space
    - i. The pathway from parking to inside the Church should be a seamless passage from the community into worship.
    - ii. The pedestrian route should be a pleasant and safe journey. A covered walkway or canopy may be considered.
    - iii. The entrances to the Church should be easily identified via signage and architectural cues.
    - iv. The wall between the Nave and Gathering Space needs to enhance visibility and provide flexibility as it relates to increasing the seating capacity of the Church on special occasions. The Gathering Space should also be connected audibly to the Nave.
  - c. The Baptismal Area
    - i. The Font should be located in the Nave to facilitate the sacrament being celebrated during Mass.
    - ii. The Font should accommodate complete immersion of infants.
    - iii. Flexible seating should be considered around the Font to accommodate the spatial needs of a wake.
  - d. The Main Worship Space
    - i. The Sanctuary platform is larger than is necessary. The Altar is somewhat distant from the Assembly and perhaps one step too high. An accessible ramp needs to be considered to allow full access to the Sanctuary platform.
    - ii. The Altar and other liturgical furnishings need to be studied once the floor plan is developed. The Committee likes the materials of the Altar, perhaps just a different proportion / configuration.
    - iii. The Ambo should be considered on the choir-side of the Sanctuary platform to encourage cantors to proclaim from the Ambo.
    - iv. The air handling unit serving the Church should be evaluated. It is original equipment and very noisy.

- e. Eucharistic Reservation
  - i. The area is for reservation not perpetual adoration.
  - ii. The Committee liked the concept shared at the interview showing the Tabernacle on the main axis of the Nave and in an apse-like space.

**Schedule**

- 5. Meetings were determined for the Schematic Design Phase as follows:
  - a. Thursday, October 17, 5:30 pm - Renovation Committee Meeting #2
  - b. Sunday, October 20, 2:00 pm - Br. Martin Parish Education Session #1
  - c. Wednesday, October 30, 6:00 pm - Renovation Committee Meeting #3
  - d. Sunday, November 3, 1:00 pm - Br. Martin Parish Education Session #2
  - e. Monday November 18, 5:30 pm - Renovation Committee Meeting #4
  - f. Sunday, November 24, 1:00 pm - Br. Martin Parish Education Session #3 & Presentation of Schematic Floor Plan

If any of the above does not agree with your understanding, please clarify by return mail within seven days of receipt. Otherwise, Notes shall stand as written.

Attended by:    John Castlen                      Rick Ebelhar                      Sarah Ford                      Matt Gray  
                         Lisa Prendergast                      Dot Reid                      Julie Renshaw                      Lisa Sims  
                         Steve Weaver                      Bill Weikl                      Fr. John Vaughn                      Br. Martin Erspamer, OSB  
                         Michael Eagan, eA

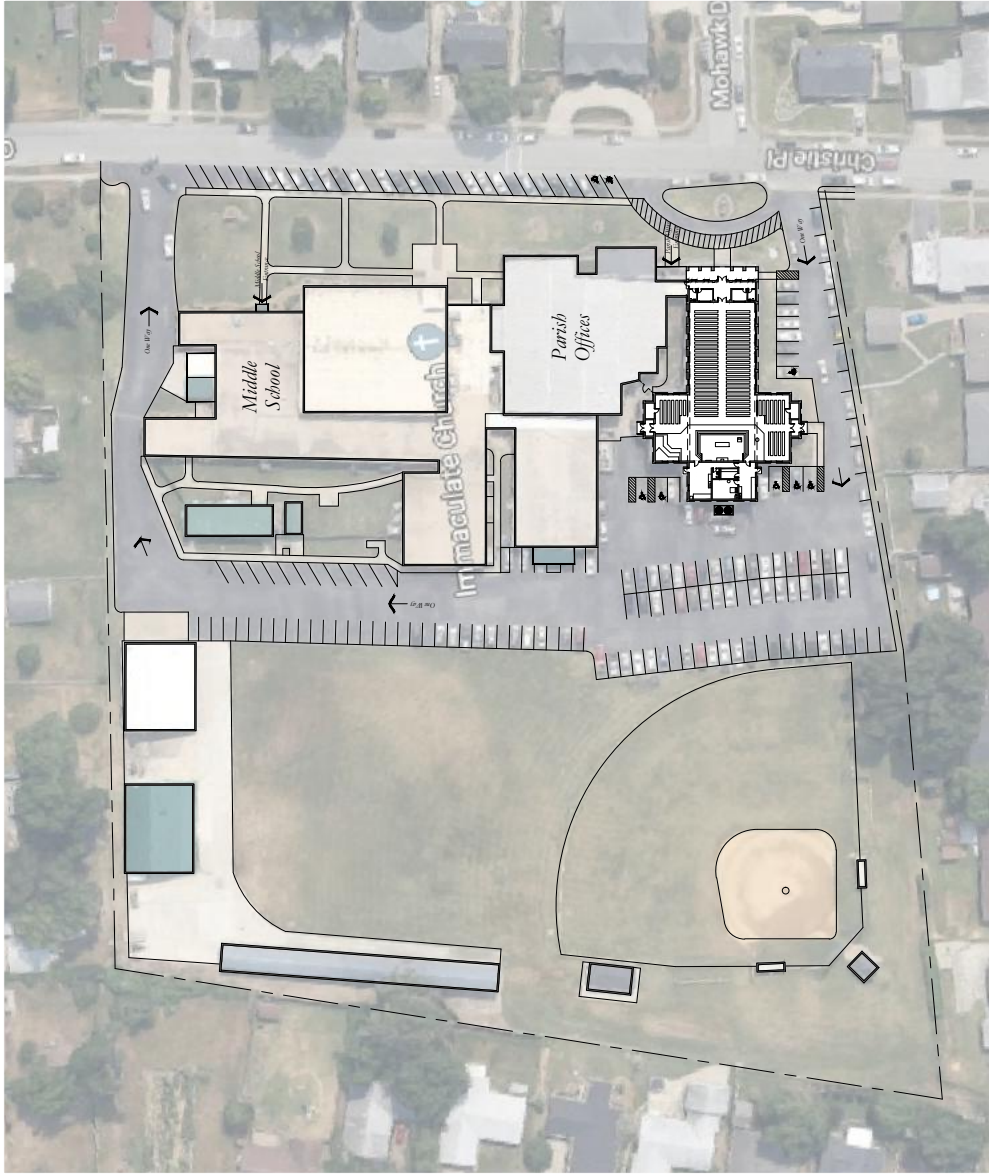
eCopy:            Renovation Committee  
                         Design Team (MD, LHB, CDG, MDH, IMEG)  
                         File

Attachments:    Site Plan  
                         Floor Plan

Immaculate Catholic Parish  
2516 Christie Place  
Owensboro, KY 42301

**entheos**  
ARCHITECTURE  
LEAD • CREATE • INSPIRE  
8002 Lovel Street, Suite 200  
Indianapolis, Indiana 46202  
P 317.643.9486 F 317.798.1968  
mail@entheosarch.com  
www.entheosarch.com

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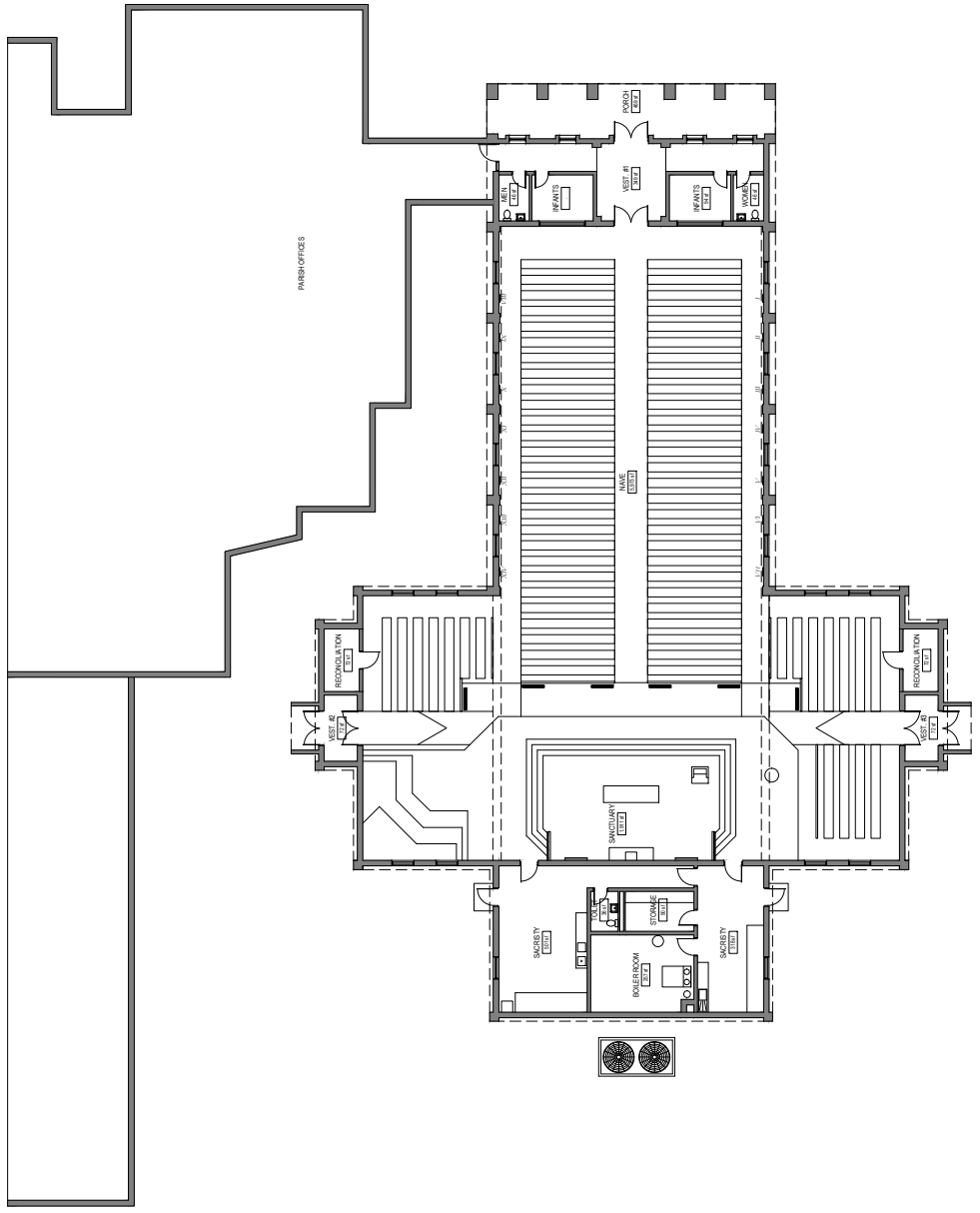


1 Architectural Site Plan  
Scale: 1/8" = 1'-0"

Immaculate Catholic Parish  
 2516 Christie Place  
 Owensboro, KY 42301

**entheos**  
 LEAD • CREATE • INSPIRE  
 802 East Street, Suite 200  
 Indianapolis, Indiana 46202  
 P 317.641.9486 F 317.795.1498  
 info@entheosarchitect.com  
 www.entheosarchitect.com

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1 Floor Plan  
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