



# Notice of Meeting

The meeting of the Joint Military Museum Advisory Committee (JMMAC) will be held September 20, 2023 at Zerr Berg Architects, located at 510 4<sup>th</sup> Ave. N, Fargo, ND. The meeting will begin at 8:00 a.m. CT.

Those wishing to join through Microsoft Teams may call 701-328-0950, conference ID 969327307#.

## Agenda

WEDNESDAY, SEPTEMBER 20, 2023		
7:30	Morning gathering, coffee kick-off	7:30
8:00	Call to order. Provide 'lay of the land' in the room. Confirm key workshop objectives - affirming conceptual design outcomes + level of detail; where we are within process today; program; budget; plan direction, image concepts.  <b>Key Outcomes:</b> group understanding of topics to be covered and items to be accomplished during the workshop	8:00
8:30	Overviews of Schedule / Program / Budget - Review of upcoming meeting and milestones. Updated budget program elements currently tracked within the budget <b>Key Outcomes:</b> confirmation of upcoming meetings and budget direction (what's in/ not in the budget)	8:30
9:00	Floor Plan Review - Discuss key program relationships (bubble diagram form). Review Heritage Center tours, discuss cafeteria and catering kitchen approach, discuss impact to museum store, discuss office consolidation / storage consolidation. Proceed into review of previously distributed plan options and discussion.	9:00
9:30		9:30
10:00	<b>Key Outcomes:</b> clear direction on plan option(s) to proceed with for pricing, affirm key program relationships, confirm approach for catering, cafeteria, and museum store, establish high level long range plan for office and storage (utilizing existing vs building new) <i>Office Check-In (emails, msgs, etc.)</i>	10:00
10:30	Exterior Design - Review existing master plans, site plan, and new State Lab location, traffic flows, green buffer, etc. Exterior imagery discussion - existing materials, forms, CGPC - review project imagery and gather comments	10:30
11:00	<b>Key Outcomes:</b> clear direction on exterior design option(s) to explore with for pricing	11:00
11:30	Joel + Tony: MEP system overview and discussion. Include sources, humidity, control, lighting, etc.  <b>Key Outcomes:</b> consensus on systems to be included in pricing narrative	11:30
12:00	Working Lunch - Review key collection items, logistics and schedule for obtaining them, discuss interface with fundraising activities.	12:00
12:30	<b>Key Outcomes:</b> design team awareness of any large items that must be taken into account for space planning/ structure <i>Craig / Sophia working on updating plans and imagery in accord with discussions</i>	12:30
13:00	Marianne to outline topics for Oct 3 Visual Concept Study kick-off. Plan update / image update  <b>Key Outcomes:</b> confirmation of floor plan and exterior design directions to proceed with for pricing exercise <i>Marianne able to dial in via Zoom from 1-2 pm</i>	13:00
13:30	<i>Office Check-In (emails, msgs, etc.)</i>	13:30
14:00	Revisit schedule - make assignments / coordinate future meeting dates / adjourn  <b>Key Outcomes:</b> consensus on future tasks and meeting dates (virtual/ in-person)	14:00
14:30	End / overflow time if need - otherwise, get people on the road	14:30
15:00		15:00

9/15/2023 AM