

*Design Advisory Committee  
University Park Veterans Memorial  
Meeting Minutes  
March 8, 2014*

MEETING CHAIR:

Steve Cook, [cstevecook@gmail.com](mailto:cstevecook@gmail.com), 540-326-6880

MEETING ATTENDEES:

Len Carey, Anna Mae Kobbe, Chris Garcia, Tiegh Thompson, Mary Baugher, Kim Sherrill, Steve Cook & Fred Werth

MEETING LOCATION:

Town Hall

**I. CALL TO ORDER**

**II. AGENDA ITEMS:**

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Review previous minutes from February 22 meeting

Follow up items from 2/22 meeting:

- Send cost ranges to committee and Town.
- Send MicroSoft Project schedule to team and Town.
- Steve to talk to Mayor about power, lighting and PEPCO Re: extg. poles.
- The outdoor display case was set up on 3/8 with the concept inside on site by Fred Werth.

Items for presentation to Town on 3/13:

- Chris to send committee slides to Steve with added graphics to accompany site selection history, timeline and charrette
- Steve to assemble Colin's design metric ppt and charette notes with History slides, and concept sketches.
- Add project timeline to presentation.
- Keep slides to no more that 25 slides.
- Chris & Steve to contain presentation to 25 minutes. The remaining time will be reserved for resident input and questions.
- Chris to prepare outline of presentation for printing to have at town presentation.

**III. BOARD ADJOURNMENT**

The next meeting is scheduled for March 16, 2014 to review and respond to community feedback.