

## MEMORANDUM:

To: File  
From: Claude Braganza  
Re: Proposed Sikh Church  
New Brunswick Road, Memphis  
Date: July 21, 2005

Minutes of meeting at the office of Braganza Associates on 7-20-05.

Present: Pritpal Bansal, Sammie Riar and Sunpreet Singh.

The following changes were discussed:

1. The skylight and the operable wall have been deleted.
2. There will be a second floor unfinished attic space above the toilets, kitchen etc. This attic will be converted at a later date to usable space. The 2 stairs that will be required for exit from this attic will be built at this time. The condensers for the HVAC will be located on the exterior of the building but the units will be located in this attic space.
3. The change outlined in item #2 above will change the occupancy to a 2-story building. This has code implications that will need to be addressed.
4. The finished ceiling heights will be 12' in the Prayer Hall, 9' in the other spaces on the first floor and attic. Provision must be made for HVAC ducts and recessed lights.
5. The roof will have a continuous slope from a high point on the north side to a low at the south side. The parapet will be a uniform height on East, West and South sides of the building. Provision must be made on the north side for a gutter and downspouts.
6. The Janitor's space will be moved to the storage Room, Space 206 and this space will be incorporated into the Kitchen.
7. The space for the Holy Book cannot be under the stairs and must be 8'x8'. It can be moved to the east side. Storage space 403 will be for the audiovisual equipment and should be moved to the west side. Both these spaces should be coordinated with the stairs to the attic.
8. Provision should be made for the adding the exterior "Gurdwara Decoration" at a later time. This includes the two scalloped arches at the north entrance.
9. Dan Holland of Christian Brothers Builders (Tel: 731-635-1630) will be the General Contractor. We are to contact Dan and review the changes discussed to be sure that they will be compatible with the structural framing.
10. Due to our scheduled commitments, Braganza Associates will be unable to begin incorporating the changes to the construction documents before the last week in August. However we could begin the sketches that will reflect the changes.
11. I suggested that our fee for making the changes to the drawings should be calculated on a time-card basis. However the Owners requested a fixed fee quote.
12. Need to discuss the exterior finish material shown on the elevations done in India.
13. Make provision to support the 5 domes to be added at a later date.
14. Will need windows on all sides. Would like our input on the location and size. The windows in the Kitchen and at the Toilets may be decorative and not true windows.

Pritpal Bansal has reviewed this memo and I have asked him to forward it to the other members of the committee.

The next meeting has been rescheduled for 3.00 p.m. on Monday August 1 at my office. Dan Holland will be at this meeting so we can get his input on the suggested changes.

CC: Pritpal Bansal, Sunpreet Singh & Sammie Riar