

Preface:

Between May and August of 2012 ten meetings were scheduled to give both specific and general groups of parishioners a voice in the ongoing process of determining building usage. This included the Youth Group, Choir, Peace and Justice Committee, Christian Education Committee, Worship Committee, Fellowship Committee, Chimes Group, and three general group meetings and feedback from Andy Johnston's questions to Nancy Doll, Marj Bernstein and Trish Coffee. All but the Youth Group are represented in this report as their notes were not available at the time of this writing.

The purpose of gatherings was: (1) to obtain information, thoughts, impressions, and reflections regarding our current building challenges; (2) to engage members of the congregation in imagining how we might respond to those challenges; (3) to encourage brainstorming and imagination in meeting the challenges and considering the future; (4) to gather specific concerns and information from groups and program committees most affected by our current space challenges; and (5) to involve as many people as possible in the discussion both to develop a sense of ownership and so that leadership could assess the level of support for making any changes to our current building.

In the process of accomplishing this, each group was reminded that this was a conversation and brainstorming session. This was a time to gather information and not to worry about the challenges in accomplishing the goal.

“The Conversation Questions

1. What barriers, obstacles, and challenges are we currently facing? Might face in the future?
2. What ideas do you have for meeting those needs? Wants? If you could have anything you want in the church building what would you want?
3. What are some values that we bring to our space? For example the importance of “green” space? Child friendly?”

The charge to Allen and Michael was:

Compiling and assessment of Information Gathered (August/Sep)

Allen Flora and Mike Bunitsky (second read)

“What have we heard? Learned?

What building renovations necessary? Desired? Are there any other alternatives?”

The Executive Summary by Allen Flora and Michael Bunitsky is the summary of the member discussions and an attempt to address the questions above. The member statements as given during meeting are summarized according to the three conversation questions in Appendices A through C, while all statements from specific committees are found in Appendix D. The responses from various choral groups other than the choir are found in Appendix E. The statistical data compiled by Betty Mayfield is found in Appendix F.

The individual conversations occurred with the facilitator listed.

SCHEDULE FOR BUILDING DISCUSSION GROUPS

Sunday, May 13		Youth Group	BKDaniel
Monday, May 21	6:00 p.m.	General Group	Milt (Bettie Joe note taker)
Sunday, May 27	Noon	Choir	Allen Flora (Michael note taker)
Wednesday, May 30	7:00 p.m.	General Group	Michael (Will and Cathy note taker)
Tuesday, June 5	7:00 p.m.	Peace and Justice	Judy Peterson
Monday, June 11	5:30 p.m.	Christian Education	Milt Crutchley (Bettie Joe note taker)
Wednesday, June 13	9:30 a.m.	Worship	Michael
Thursday, June 14	9:30 a.m.	Chimes Group	Tom Ford
Sunday June 17	11:30 a.m.	General Group	Judy Peterson (Michael note taker)
August		Fellowship	Milt

Introduction

After listening to our members and reviewing the notes from meetings in which we were not in attendance, the following is a summary of what we have heard and learned from our church members. As to the building renovations, the examples mentioned are what are desired; we make no commentary about that which is necessary. Necessity and alternatives are not in our purview.

Barriers in our church program include difficulty with entering our churches for disabled and aged, poor traffic patterns in the social room area, poor configuration and access in Trinity Chapel and limited sound access to the main sanctuary and social hall. Scattered and incongruous storage is inefficient, we have an outdated kitchen, and limited, haphazard space for young children. These are all obstacles to our growth.

Construction, reconfiguration, integrated sound systems, audio visual technology, handicapped access, modern kitchen facilities, organized and expanded storage, archives, and parking are all part of the desires of membership to alleviate barriers.

We value parking, our choir, our sanctuary, our heritage in the form of our buildings, papers, and artifacts. We value creating a safe space for children in all areas of our buildings including nursery, classrooms and sanctuary. We value access. We want people to want to come to us and to make it easy to attain our programs in whatever building they exist. We value community and recognize our space is part of the community.

Summary

It is obvious that assorted bathroom renovation must be considered. The location of restrooms, the size of restrooms and the style of restrooms are all a part of the discussions. Restrooms are desired on the same floor as the main sanctuary and the second floor of Trinity Chapel. More and larger restrooms are desired on the same floor as the social hall. Some form of “family” restroom, which would include a changing table etc. are desired as well. All of this is obvious in the discussion notes, and the data for projection of growth in the community, continued church membership, the increase in youth and the growth of attendance also require the church leadership pay attention to this basic need. The church members value our spaces. They value the main sanctuary and Trinity Chapel, both floors. Using all of Trinity Chapel, creating handicapped access and restrooms on the second floor, was repeated in more than one group.

If we are to grow the social hall needs to be expanded. This has been stated from multiple perspectives and committees. Also as we might infer from the data, our community is growing, use of our space by outside groups will grow and our educational needs will require more space as well. The current fire marshal signage limits occupancy to 124 persons with table and chairs, and 265 with chairs only. Our average Sunday attendance is 189. As Betty Mayfield points out

in her data analysis, if we have an annual meeting with all of our church members we could not fit them in the social hall.

When we have heavily attended meetings or large gatherings for mission dinners, funerals, or the Christmas Putz, we are probably in violation of the law. The large number of people requires restrooms of a larger size than those currently available. The nursery off the social hall is not conducive to the flexibility needs of multi-age use and has many physical hazards for children. As currently configured, the social hall has a traffic flow issue that limits entrance and egress from the main sanctuary and some activities actually block access.

Our early attempts at meeting the American with Disabilities Act and overcoming the size of our front steps included the installation of an elevator. The elevator is inconveniently placed in the current configuration of our lower level, and it is very slow. It may also be too small for new motorized handicapped vehicles.

There is inefficient storage in multiple areas in that most of the storage for any one group is spread out across many rooms and possibly across the street to Trinity Chapel. Expansion into the area in the back of the church in the parking area, and toward the parish house, including the grassy area to the breezeway and possibly the entire parish house, are all possibilities. This would add a great deal of square footage that could be configured to alleviate the storage problems for today, and for the future. Storage for each of our groups and committees is a priority. Storage for all the materials for upkeep of our building needs to be re-organized and hopefully placed in a common area instead of being spread out.

Everyone believes the kitchen must be renovated and reconfigured depending on construction parameters and the perceived needs of the various committees that use the kitchen. The sinks drain into open pipes, the dishwasher is antiquated, and the stoves are not efficient. A modern kitchen could be configured to allow for activities that are conducive to the mission of our membership

The sacristy could/should be moved to a second floor area above any expansion and thus would be in closer proximity to the main sanctuary. The potential of a second floor would also gain the potential of reconfiguring an entrance to the main sanctuary.

With demolition of the existing social hall obvious consideration of load bearing walls will determine placement of pillars and other weight bearing structures. Consideration of raising the ceiling, new lighting, sound and AV as well as HVAC, flexible meeting rooms (walls) and storage round out the requests and dreams of our members. There are many, many issues of configuration in the social hall that will be determined by the architects. The stage might also be reconfigured, and we need to consider usage by the Fredrick Children's Choir, and informational area, possibly library, historical artifacts, nursery, kitchen and all the electrical, heating and air conditioning needs.

The data shows a growing community and a community of longevity. We anticipate growing numbers of youth and longer-lived members, each with their own needs for accommodations in our spaces. We will continue to offer our space to the growing community and more groups will have the opportunity to take advantage of a modern space. Technology updates, ice machine, dishwasher, reorganized storage for consumables, etc.

Parking is always an issue and the decision will need to be made as to sacrificing existing parking for building into that area. The question was raised about building a parking deck, multiple stories, in conjunction with expansion of the main sanctuary building. The city is growing and as a “landlocked” property, another question about the location of our land in conjunction to the garage was raised. The use of the garage and possible expansion of that garage was also questioned.

Purchasing land/buildings for expansion was also shared as a possible solution to our needs. Buying Centennial, the Firehouse, or the attorney office were possibilities. These would offer meeting areas but would not satisfy the need to for a large communal space and will not remove the need for a dedicated nursery or a renovated kitchen. Our meeting rooms need to be expanded and made more accessible to all age groups.

The choirs all have requirements for large areas and large quantities of materials. They also have a need for practice areas. The senior choir has outgrown their space both for practice and storage. The bell choir has multiple closets and every group overflows into the “green room”. See Appendix D and E for more specific information regarding storage needs, practice space requirements, gowning area, etc. There are also suggestions to enlarge the choir area in the main sanctuary.

Storage or rather display, of our cherished antiquities is also an issue. The current library on the second floor of the parish house, the Thomas Room Library Nursery books and artifacts should be placed in a single library with display opportunities, files for research and books of our heritage. A research library would benefit future generations of our members.

All of the changes suggested require rethinking, reorganizing, and possibly reconstructing our current facilities. A contemporary survey should be initiated to assist any architect in developing plans for our spaces. A survey would determine the boundaries of our property. The data shows a community that is growing steadily. As the outreach of the church in the community will bring us into contact with more and more people, we expect to continue to add families as the data implies. We may limit our attraction and growth by maintaining the status quo. Setting priorities for construction and reconstruction as well as the depth and breadth of the project will be up to the church leadership. We must imagine what we want the church to look like, what programs we believe should be in place, and how we can best prepare for life in Frederick two or three generations from now. This is what our membership did when we had our conversations.

Appendices

The responses have been divided into multiple categories corresponding to the questions. Each category has been subdivided when the verbiage obviously fit other commentary. Appendix A, B and C are the three questions. Appendix D contains specific commentary from three groups. Appendix E is the question/response sheet for the various choral groups as presented by Andy Johnston. Demographic data compiled by Betty Mayfield are Appendix F.

Barriers, Obstacles, Challenges, Limitations

Bathrooms & creature comforts

- Women's (bigger)bathrooms, men's bathrooms, no bathroom for Nursery
- Bathrooms in general in main church(none in Narthex area) and Trinity Chapel 2nd floor
- Lack of efficient air conditioning 2nd flr. in Trinity Chapel
- Poorly functioning water fountains in both buildings, esp. in Trinity Chapel
- No central AC in Trinity Chapel
- AC in Trinity Chapel- new HVAC
- Bathrooms – social hall take out the closets – there are at least three there, the green room, chairs, and the sexton closet and store that stuff elsewhere.
- Bathrooms – Sanctuary level. Size and number of stalls – including Trinity.
- Women's bathrooms, men's bathrooms
- Bathrooms in general in main church and trinity Chapel
- Bathroom on sanctuary level?
- There needs to be a better water fountain at the bottom of the stairs by the BATHROOM. Rip that out and put a good water fountain there. (No one suggested a water cooler but it seems to make sense as it would be portable)
- Faster elevator – this one is way too slow!
- New bathrooms
- Bathroom on the 2nd floor of Trinity Chapel- also handicapped accessible
- Are the current bathrooms in Trinity handicapped accessible?
- Lack of bathrooms

Social Hall, all rooms in proximity & Stage

- Social room is too small
- Small stage
- No way to hear Church service in Social Room area at present
- Need a better area for sign-up sheets – unobstructed for easy access
- Stage in social Room too small
- Limitations on what the kids can do theatrically
- We don't have the capacity to invite as many people we would like to have for events – Marriage Equality event, congregational meetings
- Pillars
- Space is small

- We have reached capacity
- One interrupts as you walk through – traffic flow is bad in trying to get from one space to another.
- Bigger space for nursery – it is getting used more and more and little ones should be separate from the more aggressive larger ones
- The nursery – we have some older boys that race around so we need another nursery – for the active 3-4 yr. olds during the church service. This is portrayed as a safety issue. Larger boys running around young kids crawling is not good.
- Pathway to get upstairs to the social hall and the sanctuary – we need to widen one of them.
- Reconfiguring the down stairs area could make more room for people and less for storage
- Expand social room - Parking deck on top. Building over the parking lot
- Social room A/C
- Larger social room, expand and reorganize walls, kitchen, etc.
- Bottleneck space at the top of the steps near elevator
- Do we need a stage? Could we buy risers to create a stage? Or expand the room to create a new stage area?
- Do we need the green room? The sexton closet? The chair storage area?
- Move the drum program to another location (choral area) to reduce the sound impact on worship
- Audio equipment/visual technology in classroom as well as in the sanctuary
- Larger stage for youth group presentations
- Risers could be used in multiple locations if the social room was expanded
- Storage areas in social room nonfunctional
- Chair closet is a waste of space (expand the bathroom)
- Green room is not a functional room
- The sacristy smells and needs to be reorganized, reconfigured, replaced. Would conjunction to the kitchen save sink space?
- Kitchen area needs to be redesigned/removed
- Coffee making system
- No chair racks
- Small stage
- Inadequate audio/visual system
- Lack of organization of items
- Storing things we don't use, plates, dishes, etc.
- Small social room
- Need better lighting in social room
- I envision a nursery that's larger than what we have and a round nursery, without corners. Clean and neat and straight and safe things can be put into. So that kids can run around.

Storage

- More outside storage possibly new shed
- Better storage for CE items in Trinity Chapel
- No chair racks for easier chair storage
- Lack of storage in main church for various activities
- Can some of the storage be moved across the street?
- Storage issue is not just about music – green room has become a dumping ground for storing everything.
- Hallway that connects buildings – could there be storage there?
- Music storage is an issue, but adequate storage for music for all choirs, not just senior choir (bell choir, youth choirs)
- Need some more space or organization in deacon's closet
- Need to organize the storage in the music area.

Kitchen

- Need a bigger ice machine for gatherings, dinners, etc.
- Dishwasher needs upgraded and kitchen renovation
- Kitchen – renovate or move? Needs its own hot water heater.
- Dishwasher not adequate
- Stove
- Chest freezer
- Shelving
- Safe in kitchen back area
- The sacristy smells and needs to be reorganized, reconfigured, replaced. Would conjunction to the kitchen save sink space?
- Kitchen area needs to be redesigned/removed
- Open drains in back sink area – need to be corrected.
- Coffee making system
- Formica countertops not up to commercial grade

Handicapped issues

- No handicap accessibility to 2nd flr in Trinity Chapel
- Steps – steep and many of them. No handicap ability.
- Front steps of Church lacks safety rails on sides
- Faster elevator – this one is way too slow!
- Sound system – antiquated how we help people with hearing aids - one individual said that we do have a fairly good system to help people with hearing aids. Revamp the whole sound system to reach all the corners and assist with hard-of-hearing.
- Prettiest room we have (youth room) is also the least accessible. Taking a car seat up the stairs would be a challenge. If we ever consider a different sort of worship service (other than 8:30 and 10:30) might be a good space for worship. Maybe Maundy Thursday (in the upper room).

- Handicapped access to the 2nd floor
- Elevator for Trinity Chapel
- Expand elevator to the sanctuary to accommodate motorized wheelchairs.

AV & Tech

- No audio/visual system built in for movies, classes, etc.
- No audio/visual built in system for Trinity Chapel
- No dedicated audio visual equipment for Trinity Chapel
- No way to hear Church service in Social Room area at present
- We don't have the capacity to share our message because of lack of technology
- Sound system – antiquated how we help people with hearing aids - one individual said that we do have a fairly good system to help people with hearing aids. Revamp the whole sound system to reach all the corners and assist with hard-of-hearing.

Meeting Room issues

- No dedicated library
- Under- utilized space in Trinity Chapel – no handicap access for 2nd flr.
- One interrupts as you walk through – traffic flow is bad in trying to get from one space to another.
- More meeting rooms, designated for meetings rather than having to change rooms from the social room or choir room for meeting rooms.
- Conference room....where you can have a meeting while another one is going on.

Construction

- Parking is an obvious problem and a deterrent to people who can't walk from our building to a parking deck
- Physical limitations are challenging to those with challenges
- Choir Loft too small
- Do we have room to bump out into the backyard?
- At least one person said we need to have some kind of space in the backyard as we do things back there in the summer time and Barbara has some kid activities back there, but can we build there.
- Is there any way to go up (meaning add a second story) on the social room if there is an addition on the back? Add a floor that can be planned for a variety of uses.
- Space for a Columbarium?
- Columbarium would be nice.
- Nursery
- (There was some discussion about the egress from the social hall to the sanctuary and entrance to the social hall from the sanctuary) Pathway to get upstairs to the social hall and the sanctuary – we need to widen one of them – where the blood pressure area was this morning was in the way of the elevator and the bathroom. Can we block and use one of the other halls? Could we take out those closets (sexton) and the ones in the short hallway and make that an open area to get to the stairs?

- Sound system – antiquated how we help people with hearing aids - one individual said that we do have a fairly good system to help people with hearing aids. Revamp the whole sound system to reach all the corners and assist with hard-of-hearing.
- Hallway that connects buildings – could there be storage there?
- Expand social room - Parking deck on top. Building over the parking lot
- Social Room AC
- Larger social room, expand and reorganize walls, kitchen, etc.
- Lighting in narthex is poor
- Lights behind the choir are too bright
- Do we need to update the heating/cooling system? New furnace?
- Choir room is too small
- Signage outside to advertise our events
- Need better lighting in social room
- Access into pulpit and choir loft
- I envision a nursery that's larger than what we have and a round nursery, without corners. Clean and neat and straight and safe things can be put into. So that kids can run around.
- Can we make this main church building be child friendly? So many doors in social room that little ones can escape from.
- We have old things we want to take care ofhave a special archive room. .
- Elevator for Trinity Chapel
- Expand elevator to the sanctuary to accommodate motorized wheelchairs.
- Parking issues – Valet parking
- Difficult to get in and out of the buildings because of steps – access

Movement of individuals, multiple buildings, etc.

- Traffic patterns around Social room and Choir areas on Sunday mornings
- With one facility across the street it's a barrier.
- More room in the back to welcome, to gather people
- Outside is formidable to the people who are not familiar other a mainline church – steps and columns are off putting.
- One interrupts as you walk through – traffic flow is bad in trying to get from one space to another.
- Prettiest room we have (youth room) is also the least accessible. Taking a car seat up the stairs would be a challenge. If we ever consider a different sort of worship service (other than 8:30 and 10:30) might be a good space for worship. Maybe Maundy Thursday (in the upper room).
- Difficult to get in and out of the buildings because of steps – access

Parish House

- Parish House under-utilized on 2nd floor
- Parish House built as a residence not office space/church space
- Hazards in Parish House basement room used for Children's Church
- No current quiet space in Trinity Chapel for meditation or other quiet activities

- Hallway that connects buildings – could there be storage there?
- Is the parish house being adequately used?
- Choir room is too small

Miscellaneous

- Front doors need better marking to direct visitors inside
- Need a better location for Music Choirs
- Sacristy under utilized
- No clear idea what is stored in Garage
- No area to display Confirmation Class Pictures from class to class or VBS displays
- Access to alley near garage
- Outdoor space
- Space for a Columbarium?
- Can we rehearse the choir in Trinity or the social room on Thursday night? It would only be a scheduling issue.
- Space for art to interact with the service. For example, at the Columbus art museum – a great display of masks – when do you wear a mask – art displayed that is interactive –
- Barriers – between people at 8:30 service and 10:30. How do we keep or reinforce the connections between these two groups.
- Also a request for display cabinets – some of the historic items there, but also some current items, from current trips; these items could be rotated periodically
- How are all the spaces used within Trinity Chapel? Review and possible reorganize
- Assess the current space to determine efficiency, Trinity, parish house, below sanctuary
- Would the changes we would like to make be approved by the historical district commission or the historical society
- Parking lot
- Columbarium would be nice.
- Do we need to buy Centennial for more space? We can only expand the current space so much.
- Signage outside to advertise our events
- Can we make this main church building be child friendly? So many doors in social room that little ones can escape from.
- Parking issues – Valet parking
- Do we need a van or mini bus? Small coach to bring people to church? For trips?
- Difficult to get in and out of the buildings because of steps – access

Ideas for meeting needs and overcoming barriers***Trinity Chapel***

- Elevator for Trinity Chapel
- Bathroom on 2nd flr. of Trinity Chapel
- Underground access to Trinity Chapel
- Change configuration of second floor rooms in Trinity Chapel for better utilization of space
- Dedicated audio/visual equipment for Trinity Chapel
- Dedicated bridge from one side of the street/building to another, above the street level from our building to Trinity second floor
- Gut the whole 2nd floor of Trinity Chapel- make a large room up there with a kitchen which could serve as a social room
- Use of a lift for handicapped access
- Elevator for Trinity Chapel- help to utilize the building more efficiently
- A large amount of space in Trinity – but seems to be unusable. For example, adult forum – 8:30 service handicap entrance is so far from the front openings. Configuration of the building is not helpful. (a 1950s design). Is the building only to be used for storage?
- Is there anything we can do with the space behind Trinity Chapel?

Main Sanctuary

- Bigger elevator in Main Church to handle motorized wheelchairs
- Table up against the wall, nametags, supplies, but there is nothing on the choir side of the sanctuary – people entering new to the church do not always get to the greeter table. Reconfigure entrance?
- Put Nursery on same level as Sanctuary (soundproof room)
- Bathroom on Sanctuary level of Church
- Install audio/visual system in Social room. This could also be tied in to the Sanctuary sound system to feed church service to Social room.
- Dedicated audio/visual equipment for Main Church building
- Big pull down screen in sanctuary – above baptism font – to show our mission activities. Can pop our video in there. Photos of Hope Alive. Ability to project what the wider church is doing. Be able to show rotating pictures before services begin.
- Could use that screen to show photos/videos of how our offering is at work.
- Issue of light for screen. Would we want to have the screen
- More parking and easier access to building – to get in and out is tough
- Coming up the front steps (outside) there is a gap and no place to hold on to (handrails). Railings needed on both sides, out front
- Valet parking
- Safety rails on sides of Church front steps
- If you use downstairs, welcome center upstairs and downstairs – kiosk outside
- Instrumentation – railing space – could it be removable – so that for instrumentalists and/or groups would have more space. For example, Joyful Noise needs more space for guitars, etc.
- Replace doors into the sanctuary (swinging doors), carpet, all of these make it difficult to open and close.

- Bigger choir loft, reconfigure choir space
- Bump out left wall of sanctuary and move the windows- which would enable the choir space to wrap around the side
- Physical but see through barrier – glass separates worship space from other space-
- Hearing the pastor or reader is sometimes an issue in the sanctuary. The choir loft and under the balcony in particular. We need a more adequate sound balcony under the balcony. Sound is different in various parts of the church (dome). Are better speakers a solution?
- Request for a Visual screen in the sanctuary, hidden except when we want it. This screen could allow video clips – experiential worship.
- Update sign outside (black thing). Colored lettering – jazz it up. Sign that deacons put out – Sunday school – is this a way to advertise – for example, Welcome – nursery in the basement –a way to announce ourselves to people who are walking in downtown;
- Barbara Fritchie memorabilia should be placed in the sanctuary/narthex in a cabinet(s)- to share with others
- Doors give the space a closed in feeling- use pocket doors
- A way to “fill in” near the front of the church to serve as a stage. Expand the current pulpit level into and over the area inside the alter rail.
- Some means for projecting in sanctuary and viewing audio visuals in sanctuary
- Improved lighting in the sanctuary –
- Improved sound system in sanctuary
- Bigger choir loft and rehearsal room
- Do we want to have a false floor to cover the pews for activities?

Parish House– including choir rooms, and conference room downstairs

- Expand social room on side facing Parish House
- Renovate Parish House into more office orientation as opposed to residence design. Eliminate safety hazards to children.
- Eliminate clutter for free up storage space
- Multi-purpose use rooms
- Renovate Parish House into more office orientation as opposed to residence design. Eliminate safety hazards to children.
- Eliminate the parish house- with a huge basement that would connect to the current building- might give us another way to get to the sanctuary
- Tearing down the parsonage and using that space?

Social Hall, downstairs and environs

- Expand social room on side facing Parish House
- Utilize existing Ladies room space to expand men’s bathroom
- Utilize Chair storage room to expand Ladies room
- Sexton’s storage room could be converted into Ladies Room
- Stage could be enlarged if Social room is expanded
- Bell Choir area of Social Room area could be closed off and used for storage of items other than Bell Choir

- Blood pressure and other activities in the hallway should take place on the stage, the conference area or somewhere other than one of the two hallways accessing the sanctuary
- Traffic flow by the elevator and stairs – crowded – people with walkers or wheel chairs seem to block the flow, but of course they are just waiting their turn. Is there a different possible traffic pattern?
- Eliminate clutter for free up storage space
- Add closets to main church social room area
- Better utilize Sacristy room – reorganize and move upstairs
- Install audio/visual system in Social room. This could also be tied in to the Sanctuary sound system to feed church service to Social room.
- Multi-purpose use rooms
- Large room to facilitate to 400 people for social events. Easy portable dividers that are sound proof.
- Bigger stage for our kids' performances
- I want a big bathroom. Nice bathroom.
- Need a passage way so that people in the large room are not disturbed by people going through
- Display space for Mission
- Large room needs to have the capacity for projecting for movies
- Need new tables. New storage room to store them in.
- Photos on walls in social room of our church at work in Mission
- Aesthetics need to be worked on – flooring
- Coffee service
- Nursery space is inadequate
- Imagine the social room with things are spread out
- If we took out the stage, could we get risers as a platform to use for a stage?
- Better traffic flow, better restrooms, better space downstairs, more restrooms, use the kitchen more and for social events, update appliances
- Sign posts that lead people up the stairs
- Determine a way to have a big room and reconfigure it to cut it off for small meetings
- Expand social room on side facing Parish House
- Expand into back grassy area
- Install audio/visual system- mounted projector for social room with new sound system
- De-clutter – unused items to a consignment center
- Utilize existing Ladies room space to expand men's bathroom
- Utilize Chair storage room to expand Ladies room
- Sexton's storage room could be converted into Ladies Room
- Stage could be enlarged if Social room is expanded
- If you use downstairs, welcome center upstairs and downstairs – kiosk outside
- Place sign-up sheets on bulletin boards, perhaps a kiosk with signup sheets, signage for first time visitor

- Capability of projecting the service downstairs – both hearing and visual (this might be for overflow) – for example Christmas eve overflow, but it could be a place for people who have physical limitations and cannot sit for a long time, for example
- In social room, a clearer sense of organization for the different collections.
- Getting to the sanctuary from any place in the building can be a problem. Reconfigure downstairs, knock out walls, kitchen, expand into breezeway area, create new space with another access to sanctuary
- Reorganization of all the spaces in/near the social room
- Family bathroom with a changing area for children that is not just a sink and counter top
- Faster elevator
- New appliances for kitchen, dishwasher, stove, upright freezer, etc.
- Renovate kitchen, stainless steel countertops
- Create a commercial grade kitchen
- Expand the social room however possible and a bigger stage area
- Permanent coffee station in social room with piped in water system
- Re-design layout of the kitchen area
- Design enlarged social room to be multi-purpose use
- Eliminate columns in social room if possible
- Need more room in social room - chair room is a possibility
- Kitchen needs to be updated – new dishwasher pantry storage, new oven, bigger freezer, ice machine.
- Bigger serving table/
- Electric supply into the social room needs work. Placement of lights is confusing.
- Better signage and updated signage for nursery and bathrooms

Outside area of main building and parish house

- Expand into back grassy area
- Eliminate parking lot or make it the first floor of a raised building for church use (Choir building, library, gym area, rooftop garden, etc.)
- More parking and easier access to building – to get in and out is tough
- Valet parking
- Not sure the parking lot out back is utilized properly. We need to expand into it and figure out a way to use it as parking also.
- Expand social room on side facing Parish House
- Expand into back grassy area
- Update sign outside (black thing). Colored lettering – jazz it up. Sign that deacons put out – Sunday school – is this a way to advertise – for example, Welcome – nursery in the basement –a way to announce ourselves to people who are walking in downtown;
- Turn back area into another building
- Build next to our current building
- Can we build on the back of the office building that could give us some room – up to parking lot?

- Extend the wall of the social room out to include the area where the parking on – not lose the windows
- Would we ever want to purchase the building next to us?
- Update the outside sign – spiff it up

Miscellaneous

- Buy one of the buildings next door to main church
- List of items stored in garage
- Expand the garage (bigger or second floor)
- Handicap access a priority in any new construction or renovation work
- Humongous storage space -- Mission needs storage for Christmas Fair
- Uncluttered – way to organize papers and bar code (QR)
- Review of Kemp Hall rental charges-are they market appropriate?
- If you use downstairs, welcome center upstairs and downstairs – kiosk outside
- Bathrooms – enlarged or more. Suggestions for a bathroom in the rear of Trinity
- Update sign outside (black thing). Colored lettering – jazz it up. Sign that deacons put out – Sunday school – is this a way to advertise – for example, Welcome – nursery in the basement –a way to announce ourselves to people who are walking in downtown;
- Signage inside – where do you go? Where is downstairs; sometimes people hesitate to ask. Where do you go for fellowship? (And outside?) Few signs to help people know where to enter.
- Kemp Hall- move the church offices to that space if we need to bump out or move the church office into Trinity
- Buy the Fire Hall
- Redeem space by offering additional time for services – poll congregation to see who might be interested in attending a service on Saturday or a later Sunday service
- Would we ever want to purchase the building next to us?

Values

- Green space in back of Church
- Keep nursery in main building
- Inviting atmosphere
- Extravagant welcoming
- Child friendly in all areas
- Fellowship area a plus
- Music Program, all choirs
- Consider multiple phases for any new construction if it makes sense and doesn't add to overall cost
- Garden area behind Trinity Chapel
- Parking- at least a few spaces are needed
- What are the best things about our church's current buildings?
 - Stained glass windows, new colors in sanctuary
 - History in the chapel. Historic/homey feel. When you sit in the Chapel you can imagine who sat in that room
 - Our space is functional but not particularly attractive – i.e. parish house
 - The sanctuary
- I personally hate to see any part of the parking lot go, especially for during the week
- Green space in back of Church
- Keep nursery in main building
- Inviting atmosphere
- Extravagant welcoming
- Child friendly in all areas
- Retain small grassy area next to the garage storage building
- Keep anything new child friendly
- Piano in social room if area is enlarged to accommodate it and other activities, too hard moving it in and out of the library/nursery room
- Green space near carport could be expansion area for enlarging the Social room
- Specific purpose rooms need to be multi-use to allow greater flexibility of use
- The green spot is beautiful but if we need the space we need the space. Maybe we need to develop more green space behind Trinity Chapel.
- Maintain green space as much as possible as we seek to increase our other space. I think it's important to have that space. Maybe there's other space we can use
- Love sanctuary and the windows.

Committee specific information

Mission Committee:

1. *Want storage space, technology (to SKYPE, conference call if I can't attend a meeting), display areas.*
2. *Conference phones so that people wouldn't necessarily have to be there physically. Respecting people's time. Roaming meetings – people could come in and out for the part of the meeting they are participating in.*

Choir

1. *Choir needs larger personal space – better ventilation in the down stairs areas.*
2. *There was at least one “echo that” especially with the rehearsal space. But upstairs it would be too hard to bump out the choir area as the building only has so much room and the organ limits movement – do not put us (the choir) in the balcony.*
3. *Is there a reason we don't practice in the sanctuary on Thursday evenings?*
4. *Move the rehearsal room to the conference room.*
5. *Number of boxes on the floor in the choir room – so we need to come up with a way to keep things out of the walk way. There is too much stored on the floor and it is difficult to get around.*
6. *Storage area below the choir robes is possible but would need some building to create usable space. Storage would have to be built.*
7. *Dressing area has boxes in the way for dressing and the boxes need to be moved and cleaned up. Alison has attempted to address this but it has gotten worse again. Need more space.*
8. *Can we move the wall or open the wall next to the bathroom and the conference room to open up that whole area. The dressing area and the conference room as one room could be dressing and rehearsal.*
9. *Can the current social room be divided in two with sound-proof walls? Not the ones there now but dividers from the ceiling to the floor and thick enough to limit sound.*
10. *Natural light?? This is not a big issue for anyone but Alison – the more the better.*
11. *Children's choirs and Young Spirit group need to be addressed separately.*

Chimes

1. *Would not want to change the chimes area in Trinity Chapel. Very historic.*
2. *Experience of going through the sanctuary project has put me in a much more positive light in changing things.*
3. *At some point wherever we get to, have a prayer ceremony and present this in prayer for God to help us do the right thing for answering our needs.*
4. *My wish is that we could keep things as connected to main church as possible rather than walking outside from one building to another. That's why I like rebuilding the parish house or renovating it or remodeling it?*
5. *You get an architect looking at this and we will have all kinds of ideas.*
6. *The older people want a hot tub; have intergenerational hot tub parties (JoAnn)*
7. *Do the youth need anything? It would be nice to have a designated youth room, CD player*
8. *“This is like sitting on Santa's lap and telling Santa what you want?”*

Extra commentary or information

1. What kind of space will we need for the future? Bricks and mortar? Virtual space?
2. We will always be a congregation that likes to do things together, worship space together....
3. We have made a commitment to our historic space but it's a huge space. Can we get a floor that rolls out to create that space into something else?
4. Imagine projecting our service to a number of different locations
5. We have to imagine how we are working. What kind of work space do we need for the future? Do we want to look at our offices as shared space?
6. Do we need a library anymore? Can we move the Barbara Fritchie stuff to Trinity Chapel?
7. What don't we want to invade our space or "unstablize" our space?
8. Keep the historic character of the main sanctuary and Trinity Chapel
9. We like the stained glass windows and the mosaic of Jesus
10. We will be thinking about we will use technology for communicating with one another and not keep us separated?
11. We are a historic church, that likes to be connected...the people are the foundation. We want technology but we realize that technology will change. But the people and the historic thing are the connection.
12. We don't want to give up the people connection but we do want to find ways to include more people.
13. Enhance what we got.
14. Top Three Things if we had no Limits due to money, cost, etc.:
 - Bathrooms
 - Expansive technology built in
 - Larger space in social room
 - Better kitchen
 - Storage

CURRENT USE AND FUTURE FACILITY NEEDS

CHOIR

Benchmark- The choir(s) currently use about 60% of the square footage of the parish house basement. About 2/3 of the space is consumed by storage, closets, and cabinets related to robes, music, instruments, and various other related items. The remaining 1/3 of the area is used for rehearsals, and includes space for approximately 20 chairs and a piano.

Proposal- The Building Needs Discussion (BND) centers on the following areas;

- Present-day use
- Current needs based on today's issues and limitations
- Projected needs based on future expansion, increased size of groups, and possible expansion of roles within the church

Questionnaire- In order to better evaluate present deficiencies and future needs, the BND requires information from all user groups to best determine what our needs are, and what each user group desires in improvements in order to best complete their mission. The questions listed below should be evaluated by both the leader(s) of each choir and its members.

Rehearsal area

- **Is your space currently adequate or deficient?**
Deficient – Space is shared amongst all choirs and does not allow for Sunday morning rehearsals prior to worship by multiple groups when necessary.
- **Is there a need for more seating for participants? How many more are needed than is available today? What about future expansion?**
No more seating is currently needed for Young Spirit choir members, however, this space is also utilized on occasion for rehearsals with combined groups (children's choir and Young Spirit and summer musical group) and there is not enough seating or room to move around when necessary).
- **Are their specific needs for *each choir* that are not adequately addressed today? What needs does the children's choir have that the adult choir does not, and vice versa? Other choirs and singing groups?**
Younger children/youth choirs should have more kid/youth-friendly space that can be 'made their own'. There currently is no space for postings/announcements that pertain to the children's/youth choirs nor is there adequate space to add other instrumental musicians if desired.
- **Is the height of the room adequate?**
We find that the height is adequate, however, the current room's dull colors and configuration does not provide adequate stimulation that younger children often need.
- **Is the lighting adequate? Is there a need for natural lighting?**
Brighter light is needed.
- **Is there a need for special acoustics?**
No

- **Are your privacy issues met? Is this an issue?**
No. There are often committee meetings and other meetings in the Parish House basement conference room at the same time the children's choir and Young Spirit are rehearsing. We often feel as though we are disturbing their meeting, or that we cannot rehearse at volumes that we normally would.
- **Would you utilize large instruments in addition to the piano if the space was available?**
Likely, yes.
- **What other obstacles are inhibiting the performance of your group?**

Storage area

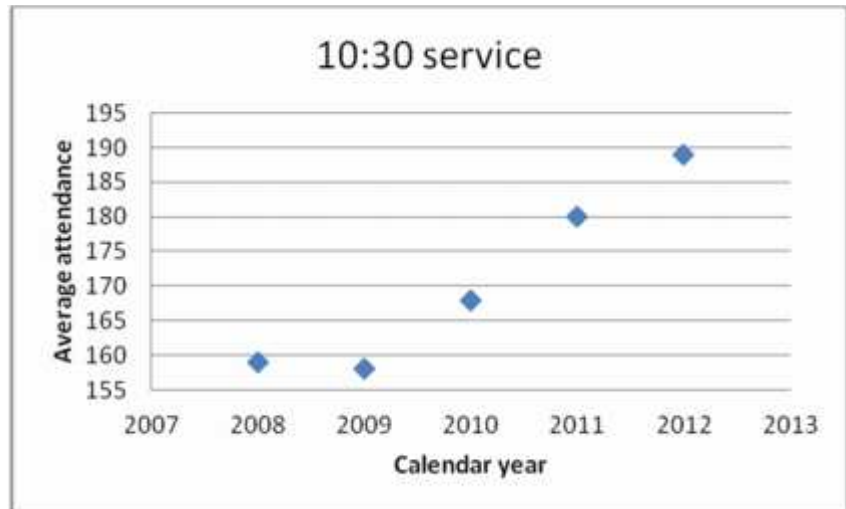
- **Is the size of the storage area for robes an issue? Is the dressing area adequate?**
Young Spirit has no dedicated space for robe storage. We do not wear robes, but rather, scarves. These scarves are currently stored in a box on a shelf on top of the children's choir robe closet. It's not easily accessible and are not adequately stored.
- **Is a segregated dressing area required?**
The dressing area is currently most easily accessible by walking through rehearsal space. This is a huge distraction for younger choir members. Recommend that dressing areas be accessible without having to walk through rehearsal space and that youth/children's area be separate from adult choir members' area.
- **Must storage be at or near the rehearsal area or performance area?**
Yes.
- **Is their good access for all members?**
No (see above).
- **Is natural light necessary?**
No
- **Are all of the choir related items currently stored in the parish house basement? What other materials might be moved to a new area that would require a larger storage area and adequate closet/cabinet space?**
No. Young Spirit has no storage space for storage of any supplies, music, etc. All music is currently maintained at the director's house in the basement. There is also no storage space for any other musical instruments, etc.
- **What other enhancements might be useful to your group in fulfilling their mission?**
Other enhancements, not specific to the youth choir is rehearsal and performance space and storage space for musical/play programs. Rehearsals for the summer musical are conducted in the high school Sunday School room which is often hot and uncomfortable in the summer time and without adequate 'staging' space to rehearse. The other space utilized for rehearsals and performances is the Social Room which is often occupied with other church-related activities and not available as necessary to facilitate rehearsals. Children do best when rehearsing and performing in the same space so they can actually visualize how the performance will work. Rehearsing in a separate space makes it extremely difficult for children to visualize how the performance will be staged.
In addition, storage space for the supplies for these performances are scattered. Costumes are stored in a small room which is full of other supplies off of the stage in the Social Room. This also makes access to the stage through the back nearly impossible.

The youth programs and participation in the summer musical have quickly outgrown the very small stage in the Social Room. The lighting (including spots which must be transported from upstairs down to the Social Room is outdated and difficult to use adequately for such a stage performance. The sound system is also old and difficult to utilize for a staged performance. We worry that should the youth programs and interest in the summer musical program and other youth-related activities continue to grow as it has been, this space will quickly become completely inadequate.

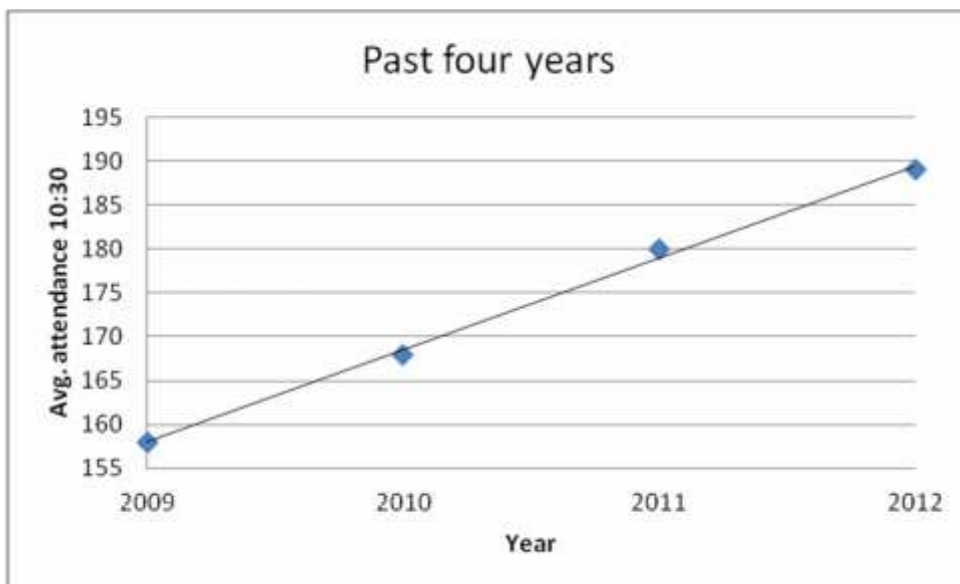
ERUCC Building Study Demographics

Attendance at 10:30 service

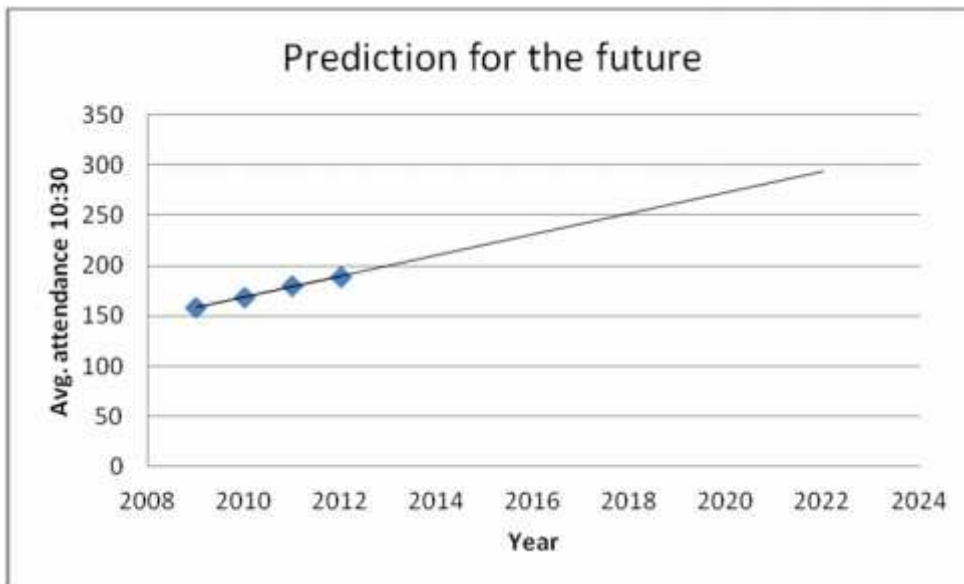
Year	Avg. attendance
2008	159
2009	158
2010	168
2011	180
2012	189



Since 2009, attendance at the 10:30 service has been growing steadily, and at a pretty constant rate, adding about 10.5 persons per year:



If this pattern continues, in ten years the attendance at the 10:30 service may approach 300:



Attendance at special services (when the sanctuary is likely to be fullest)

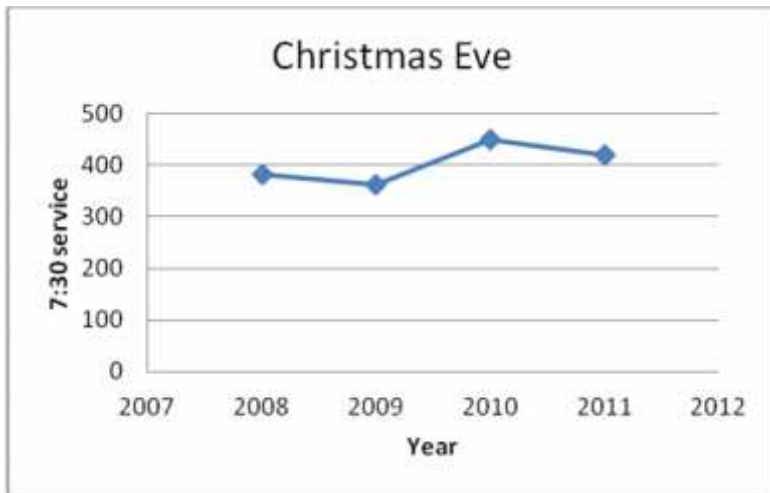
Note many of these people then go downstairs to the Social Room for a reception.

Christmas Eve, 7:30 service

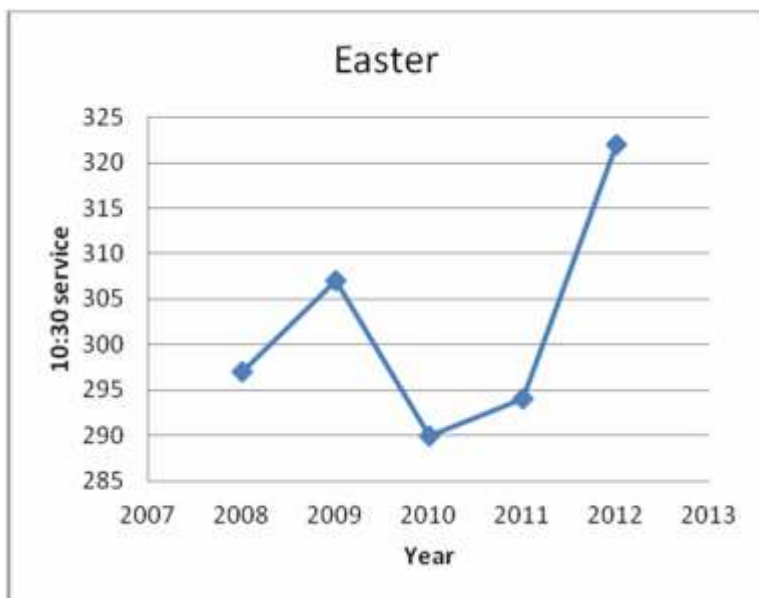
2008	381
2009	363
2010	449
2011	420
Avg.	403.25

Easter, 10:30 service

2008	297
2009	307
2010	290
2011	294
2012	322
Avg.	302



Attendance is pretty steady, at an average of about 400. Numbers have risen slightly in the past two years. These numbers are lower than ten years ago, when we often had 500 in attendance.



Average at about 300, big jump in 2012

The attendance at the 10:30 service in 2012 is almost exactly the same as the attendance in 2000. Perhaps we are returning to the numbers of ten years ago at this service.

Attendance at Church School

[Sorry, I can't find some of these data, and I don't quite understand why there are often two lines for each class. I sort of had to guess at some of this.]

Adult classes:

Adult Forum

Year	Avg. attendance
2008	17
2009	14
2010	18
2011	16
2012	20
AVG	17

Faith Matters

2008	13
2009	8
2010	11
2011	7
2012	13
AVG	10.4

Seasons of the Spirit

2008	7
2009	7
2010	6
2011	6
2012	6
AVG	6.4

Children:

Nursery

2008	6
2009	?
2010	2
2011	?
2012	? I understand this number has increased to 14.

Children's church	
2008	9
2009	13
2010	10
2011	15
2012	9
AVG	11.2

Sunday School for All Ages -- Child			
[Is that all the church school classes?]			
2008	25		
2009	18		
2010	20		
2011	24		
2012	26		
AVG	22.6		

Membership

We switched our reporting year in 2008, from ending in March to ending in December.

But I don't think there is any overlap in counting new members, etc.

Year	Baptisms	Members out	Members in	Total membership	Notes
3/31/2002	10		20		
3/31/2003	12		14		
3/31/2004	13		10		
3/31/2005	15		24		
3/31/2006	7		8		
3/31/2007	7		12		
3/31/2008	4	33	32	495	
12/31/2008	10	73	27	426	Major purge of membership rolls in 2008
12/31/2009	4	36	17	409	
12/31/2010	6	45	25	391	
12/31/2011	10	27	23	389	

I think there is a general feeling that our membership rolls now represent a true count of active members. Inactive members, or those who have moved away, were given an opportunity to decide whether or not to remain members.

We get about 25 new (adult) members per year.

The number of baptisms may be an indicator of the number of young families in the church.

We also have many people who attend regularly but who are not "joiners."

Some demographics about our community

Population

Information from 2010 Census -- slightly different data for different jurisdictions.

<http://quickfacts.census.gov/qfd/states/24/2430325.html>

Year	Frederick city	Frederick county	State of Maryland		Notes
2000	52,767		5,296,486		
2010	65,239	233,385	5,773,552		
2011		236,745	5,828,289		
% change, 2010 to 2011		1.4	0.9		This one-year increase corresponds to a 28.9% increase over ten years.
% change, 2000 to 2010	23.6		9.0		This ten-year increase corresponds to about 1.37% per year

The populations of Frederick City and Frederick County, from which we draw our membership and attendance, have been growing faster than that of the State of Maryland -- the city 1.5 times as fast, the county more than 2.5 times as fast.

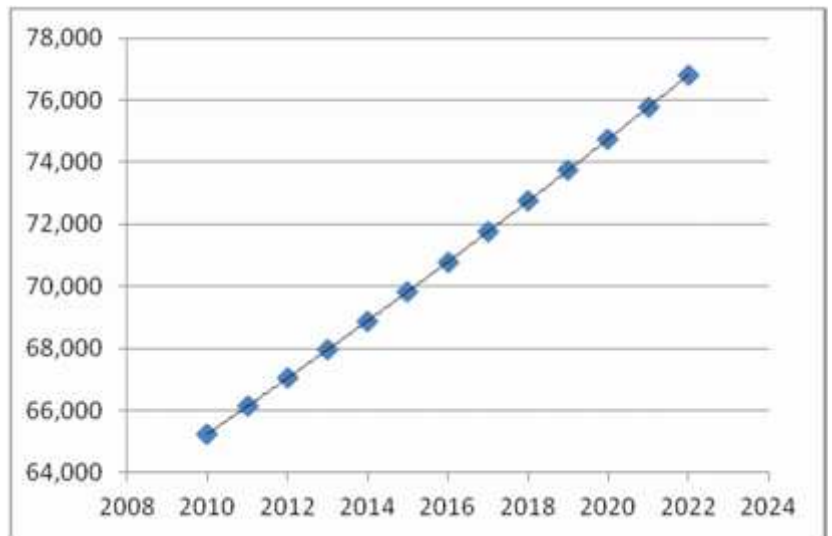
The home ownership rate for Frederick County, for the years 2006-2010, was 76.8%, compared to 69% for Maryland as a whole, indicating a stable and financially comfortable community.

Children in 2010 census

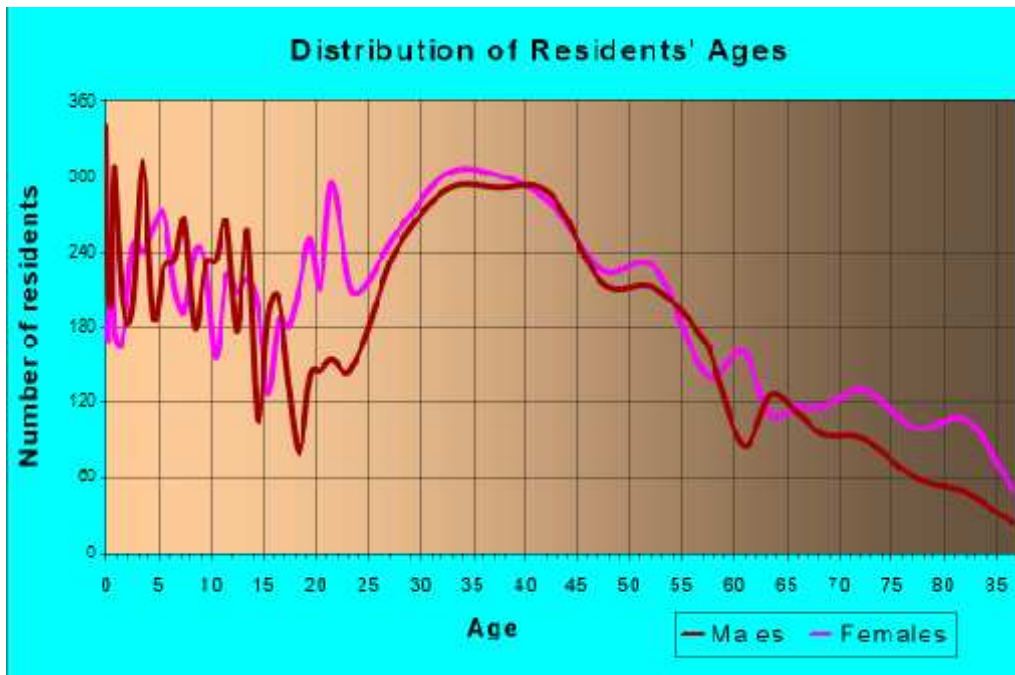
	Frederick city	Frederick county (2011)	Maryland
Persons under 5 years	7.70%	6.20%	6.30%
Persons under 18 years	23.70%	24.70%	23.40%

This is sort of dangerous speculation, but if the population of Frederick City continues to grow at 1.37% per year for the next ten years, it will look like this:

2010	65,239
2011	66,133
2012	67,039
2013	67,957
2014	68,888
2015	69,832
2016	70,789
2017	71,759
2018	72,742
2019	73,738
2020	74,748
2021	75,772
2022	76,811

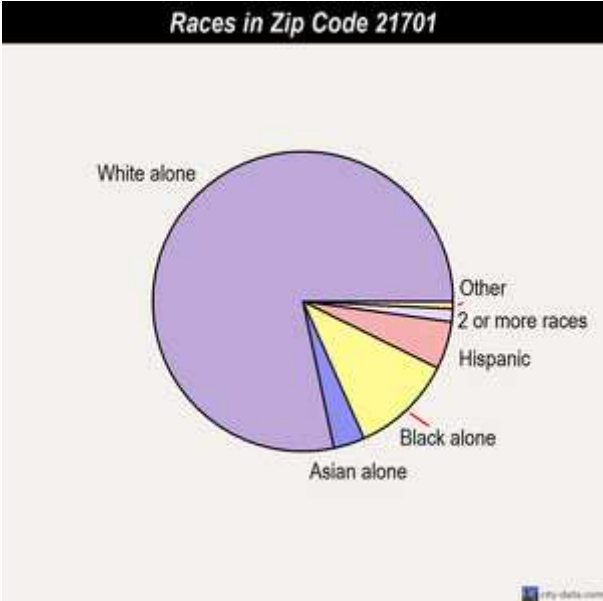


Some more random data from city-data.com, "a private Illinois-based social networking and information website known for its comprehensive profiling system of U.S. cities" For ZIP Code 21701:



Males: 18,723 (48.8%)

Females: 19,672 (51.2%)



Estimated median house/condo value in 2010:

\$322,877

21701: \$322,877**Maryland:** \$321,400

Urban population:

34,716

Rural population:

3,684

Median resident age:**This zip code:** 37.6 years**Maryland median age:** 37.8 years**Average household size:****This zip code:** 2.6 people**Maryland:** 2.6 people**Estimated median household income in 2010:**

21701: \$79,266

Maryland: \$70,017

Percentage of family households:**This zip code:** 48.90%**Maryland:** 53.10%**Percentage of households with unmarried partners:****This zip code:** 8.40%**Maryland:** 5.40%***Likely homosexual households (counted as self-reported same-sex unmarried-partner households)*****Lesbian couples:** 0.4% of all households**Gay men:** 0.3% of all households**Residents with income below the poverty level in 2010:****This zip code:** 10.70%**Whole state:** 9.10%

**Residents with income below 50% of the poverty level in
2010:**
This zip code: 6.00%
Whole state: 4.80%