

Sanctuary Renovation Committee  
Recommendations to Church Council

August 25, 2009



This report presents the findings and recommendations of the Renovation Committee at Trinity United Methodist Church. The charter of this committee is to develop a renovation program for acceptance by the Council on Ministries and approval by the church at large.

## I. HISTORY

For the past several years members of Trinity have prayerfully sought the Lord for guidance for the future of our church. A result of this has been the growing conviction that the growth of Trinity United Methodist as a church is linked to renovations and upgrades to a physical campus whose key buildings are 30 years old and older. Therefore, in late July 2008 the Church Council requested the Board of Trustees investigate the feasibility of performing certain repairs and additions to the Church Sanctuary. The Board of Trustees delivered their findings to the Church Council in early October 2008. In general the report stated that all items were feasible from a construction and functional viewpoint, but all would be dependent upon the level of congregational support that could be achieved. Factors affecting that support would be resistance to change, diverse opinions and financial commitments.

The Church Council formed this Renovation Committee during the first part of 2009. The committee made preliminary presentations to the Congregation on May 17th and 24th to provide information and elicit feedback. We have assessed the current wishes of the congregation as expressed in the returned survey data and in conversations with individual church members. This report contains the Renovation Committee's recommendations based on our assessment, our research, and our deliberations. Attachments include Appendix A, which is a synopsis of the responses to the Renovation Questionnaire and Appendix B, which is a matrix of the survey responses.

## II. APPROACH

The first meeting of this Committee was held on April 12, 2009. The most important note emerging from that first meeting was the unanimous support voiced for fostering excellent communications with the congregation. Listening and responding to God's desires for Trinity as well as the congregation's input were the most important factors in determining the approach that led to this report.

At that meeting we developed the following approach:

- a. Affirm the original program approved unanimously by the Church Council.
- b. Develop a process to elicit feedback and comments from the Congregation.
- c. Provide a venue where other improvements important to church members could be heard.
- d. Promote the program as a vision for the Church, not as a movement by a small group within the Church.
- e. Develop graphics support to aid the congregation's understanding of the proposed program.
- f. Visit Shalimar UMC who just completed a Sanctuary Renovation almost identical to the one we contemplated
- g. Make two presentations to the congregation to inform them of the contents of the proposed program and to generate verbal and written feedback.

- h. Analyze the comments and feedback gleaned from our activities to determine the degree of support for each program item so that a priority list could be developed.

As most of you know, we developed a survey form to receive written comments from the congregation. The survey form included three main areas: questions to elicit specific comments relative to the proposed program; space to allow church members to suggest other areas needing improvement; and contact information so that follow up information could be obtained, if needed.

Over sixty survey responses were received which we estimate equates to about 10% of the active members of the congregation. These, along with many undocumented verbal comments, carried the most weight as we developed our recommendations.

For informational purposes the following data is readily available to any congregational member through Sarah Craig, who served as Recording Secretary for the Committee:

- Original Board of Trustees Feasibility Study
- Church Council minutes Acting on BOT Feasibility Study
- Power Point presentations for Church Council and Congregational presentations
- All Survey data
- Copy of this report

### III. RECOMMENDATIONS

Our immediate recommendation is that the Church Council should approve a fund raising target amount of \$205,000 to perform Priorities One, Two and Three which basically encompasses the interior portion of the proposed work. We further recommend that fund raising activities commence in February of 2010 and continue through the end of May 2010. We also recommend that the Church publicize the existence of an active financial account "Future Church Modifications" so that members making end of year tax decisions may contribute to that account if they so desire.

In keeping with the Committees commitment to pay close attention to the desires of the congregation we have spent the past several months analyzing and deliberating over the surveys forms and verbal comments that were received back from the congregation. We have heard the congregation and have based our recommendations on their input.

In response to the financial concerns expressed by Trinity members, we have divided the renovation program into independent components and prioritized them based on member feedback and Renovation Committee consensus. The Committee recommends the following prioritized list of improvements for consideration. The intent here is to identify those items most important to the responding church members so they can be constructed sequentially as funds become available.

In keeping with our desire to allow for Church members to recommend other improvements we have included several items that had strong support even though they were not part of the original Church Council program.

The first was to include renovations and expansion of the Ladies Restrooms in the Sanctuary Renovations, Priority 2. This item was not identified until the last Q&A session held on May 24th but immediately gained strong verbal and survey support.

The second was to feed the Sanctuary video camera to the Fellowship Hall. This automatically doubles our seating capacity when needed for overflow events. Support for this was so strong we included it to be funded under our recommended Priority 3.

The third was the additional work needed to replace the existing HVAC equipment for the Sanctuary which we included in Priority Two.

The fourth was listed as Priority Six which was investigating the possibility of a left turn lane onto the Church property at the Mar-Walt light.

#### PRIORITY 1: Chancel Redesign (Cost Opinion \$ 20,195 plus 10% contingency)

There was very strong support for this remodeling with the reservation that only minimal seating would be lost. This work includes moving the prayer rails and the altar to the Nave floor, providing an ADA accessible path for the Chancel area, relocation of the Choir to a more central location and moving the piano to the Chancel floor. This work would also allow for more flexible use of the Chancel area if demountable choir risers are used. It is possible that the Prayer rails could be relocated without losing any seating, although the arrangement may be less functional than desired. However, the relocation of the Altar to the Nave will almost certainly result in the loss of at least one row of pews and possible a portion of a second row.

- a. Prayer Rails: The relocation of the prayer rails to the Nave floor will make them easily accessible to everyone. Their current location does not encourage their use. For the aged and physically challenged several steps, without ADA compliant handrails, have to be negotiated. Their existing physical location near the rear of the Chancel, although iconic, appears to deter use except by special invitation. In addition the wrap around arrangement and tight approach clearances hinder the easy flow of participants. Moving the prayer rails to the floor will encourage more frequent use, and will especially enhance communion services.
- b. Altar relocation: Moving the altar to the Nave floor brings it closer to the congregation. We believe this will foster a sense of closer participation in the celebration of the Lord's Supper. It would allow individuals not currently able to navigate the existing steps to assist in communion service. It also allows room for the Choir and piano to be relocated
- c. Handicap Ramp: Accessibility to the Chancel area would allow physically challenged members the ability to participate in the worship service by serving as lay leaders and scripture readers, making announcements and singing in the Choir. We have two options available to us in creating this access. One is to install a handicap lift and the other is to install a ramp. We feel that a lift or ramp at the front of the Chancel would be distracting and have a negative impact on the appearance of our Sanctuary. Luckily, we have a fairly easy solution along the rear of the Chancel area where the Choir now enters.

- d. Choir relocation: To make room for a compliant ADA accessible path to the front of the Chancel area and a space for the piano the Choir area will have to be relocated. The most probable location would be in front of the existing decorative stone wall and stained glass window. A benefit for this relocation would be to place the Church Choir in a more important location during major musical presentations. This location would emphasize the importance of their commitment and musical contribution by placing them more center stage and relegating supporting musical orchestration to the side of the chancel. Chancel flexibility could be increased by making the new choir risers removable. A negative for this relocation is that the Choir, on risers, would conceal more of the stone wall and stained glass window than is already partially concealed by the altar table and prayer rails.
- e. Piano relocation: Relocating the piano to the Chancel floor will greatly improve musical communication between the choir, organist and pianist. It would also allow for easier less obtrusive movement between the piano, organ and choir for Kevin and Lisa.

PRIORITY 2: Sanctuary Renovations (Cost Opinion \$113,709 plus 10% contingency)

There was also strong support for these renovations. This work includes replacing the existing carpet with consideration of hard flooring under the pews for acoustical purposes, refinishing or replacement of pews, chancel furniture and speaker cloth, along with general cleaning and re-painting. Because of strong support we also added the Ladies Restroom remodeling to this priority.

- a. Carpet replacement: We believe that everyone agrees the original carpet needs to be replaced. Acoustical advice is that the area under the pews be replaced with a hard surface material such as vinyl tile or wood flooring. Musical participants would like to see a hard surface at the Chancel area also.
- b. Furniture refurbishment/replacement: The pew upholstery is showing its age and numerous cushions are stained. In addition some of the wood seats are sagging and deflecting. The wood chancel furniture and pews need to be refinished or replaced. The decision to refinish or replace can be deferred until funding amounts are known. The refinishing option is more in line with current "green" initiatives and sustainable architecture. Typically speaker cloth is replaced at the same time pew upholstery is redone.
- c. A good cleaning of the existing Sanctuary surfaces and materials is needed including the wood arches. Paint surfaces need to be repainted possibly with a new color scheme. Some were in favor of creating a lighter color scheme in the Sanctuary by either painting over the existing brick or covering it with painted drywall. Our assessment is that there were as many comments against as for it but not enough comments to give firm direction.
- d. Remodeling/Enlarging of the Ladies Restroom: As mentioned above this item was brought up in the 2<sup>nd</sup> meeting with the congregation and gained a lot of support. The existing ladies restroom is inadequate with its small size, two stalls, and one sink. As renovations in the sanctuary are occurring, the restroom could simultaneously be expanded to add these facilities. The easiest solution is to

expand into the existing conference room. Obviously this will require additional space utilization studies by the Committee to determine where the conference room can be relocated.

- e. The Committee felt that while Sanctuary renovations were being performed it would be the ideal time to replace the existing aged HVAC system

While our existing sanctuary is beautiful, the items mentioned above would provide an immediate aesthetic improvement over the current dated finishes.

PRIORITY 3: Lighting and Audio Visual Improvements (Cost Opinion \$ 52,595 plus 10% contingency)

We prioritized this work by subtask since they do not all have to be done at one time. There was generally good support for all these items.

Subtask Priority 3-1: Video projector & screen (Cost Opinion \$18,181 plus 10% contingency)

We ranked this item #1 because of its immense communication value and educational benefit. Its appeal to the younger age groups within the Church cannot be overestimated. There were a few objections to having a screen in the Sanctuary at all. However the original intent was to purchase a concealed ascending projection screen which would not be seen except when used.

Subtask Priority 3-2: New video camera (Cost Opinion \$1,818 plus 10% contingency)

This item was desirable for its ability to improve the quality of our video recordings and signal transmission to the parlor TV. It takes on added importance when coupled with Subtask 3-3 below.

Subtask Priority 3-3: Feed new Sanctuary camera to Fellowship Hall (Cost Opinion \$4,545 plus 10% contingency)

By feeding the Sanctuary camera to the Fellowship Hall video projector we could effectively double our seating capacity for overflow events. Eventually we would want to consider providing a camera in the Fellowship Hall to broadcast back to the Sanctuary so that youth programs, skits, plays etc could be seen on the projection screen.

Subtask Priority 3-4: Correct lighting deficiencies (Cost Opinion \$28,050 plus 10% contingency)

The current lighting levels in the Sanctuary are substandard by current engineering standards. It is proposed that the current lighting fixtures be replaced with new ones which coupled with the use of fluorescent light bulbs would give us better lighting with reduced energy costs. Although this is an important issue the Committee ranked the other items in this Priority higher due to their ability to help

us spread the Lord's word by better engagement of the younger members (and older members too) of the congregation.

PRIORITY 4: ADA compliant Porte Cochere (Cost Opinion \$60,200 plus 10% contingency)

This item received good support. Generally, most members realized the benefit of this covered drop off area which would allow easier weather protected access to the Sanctuary. The general consensus of the comments received was that a handicap ramp needed to be added for access to the Narthex floor level. This would be especially advantageous for our elderly and physically challenged members.

PRIORITY 5: New Gathering Hall, Parlor and enlarged Narthex (Cost Opinion \$412,400 plus 10% contingency)

There were mixed opinions about the need and benefit for this item. Most objections were based on the proposed cost coupled with the current economic situation. This would lead one to think that a less expensive scheme proposed during a better economic climate would have more appeal. It is absolutely possible to lower the cost of this item by lowering the aesthetic of the interior and exterior of the Gathering Hall and Parlor by providing a more conventional look. Our original cost opinion included demolition of the existing Narthex to allow for a wider and taller Narthex with sound booth, demolition of paving as necessary to create the front entry plaza and porte cochere, construction of the new gathering hall and parlor with higher end finishes and signature entrance, replacing all Sanctuary doors to match, and new pavement for the porte cochere.

PRIORITY 6: Construct a left hand turn lane from Racetrack Road and reorganize vehicular traffic flow around the Campus (Cost Opinion To be determined)

The Committee feels that it is important to investigate the possibility and feasibility of this work. It is felt that it would provide more options for reorganizing the traffic flow around the campus as well as add an element of safety with a protected turn light entering the church property.

#### IV. CLOSING COMMENTS

The conceptual drawings that were developed early in this process were intended to show what one potential design solution would look like. Since they were done without the desired feedback from all the stakeholders we consider them conceptual at best. The final product will require much more programming and exploratory design work before it can be considered to meet the needs of the congregation. Disclaimers to this effect were given at the beginning of each presentation. Even so, we are concerned that some members perceived the presented graphics as the final product instead of a work in process.

The cost opinions presented above are the best we can deliver at this time without more accurate construction documents. A contingency amount of 10% is recommended for each item to try and adjust for any unknowns. As we move forward and better define the

scope of work, more accurate cost opinions can be developed. However, it should be expected that costs will vary from those presented, possibly significantly, depending on market and economic conditions at the time of final pricing.


It has been clear to the Committee from the beginning that the funding process for any or all these improvements would be a significant challenge considering the current state of Church finances and current economic conditions. This is the main reason for the prioritized list. The Renovation Committee is prepared to work very closely with the Church Council and Finance Committee to explore funding options. In the long run, measured over decades, construction costs consistently increase between 3%-5% every year. There will probably be no better time to get advantageous construction pricing than the next twelve months or so. The current economic downturn is both a boon and a bane. Construction costs are down but so is the financial condition and perspective of many church members. Ultimately, church members will have the opportunity to vote on the improvements they support with their wallets during fund raising activities.

We recommend that this report, along with pertinent supporting documentation, be posted on the church website to inform the congregation of our findings unless the Church Council would like us to disseminate our findings in another way.

The Committee appreciates this opportunity to serve our Lord, and the congregation, in this important and meaningful endeavor. We await the Church Councils directions in regard to moving forward with this process.

Sincerely,

For the Committee:

A handwritten signature in black ink that reads "Jack Baker". The signature is written in a cursive, flowing style.

Jack Baker, Chair

Linda Carnley  
Brian Pennington  
Dan Sears  
Lorene Stanford

LaTrevia Pounds  
Jamie Searle  
Edna Sherrow  
Ned Woodard

## ***TUMC Renovation Questionnaire***

Please circle the response that most closely agrees with your assessment.

***1. How would you describe our sanctuary?***

Welcoming (8) Beautiful (10) (W/B (8)) Adequate (8) Needs Updating (22) Uninviting (0)

Comments:

If we can improve it, let's do it.

Leave cross, stone, stained glass alone - 4

No screen in the sanctuary - 4

Hide projection screen if installed - 2

Like proposed construction - 2

I like the choir behind the chancel area

I like the wood and bricks as is - 4

Too dark...medieval...more windows...paint to lighten - 5

Wood/tile under the pews is good - 2

Warm classic design shat should keep its character

Rugs and pews are adequate for a few more years/complement brick

Update lighting, fixtures, illumination, carpeting/pews - 3

Peaceful and uplifting

Chancel area is drawing point

Gold carpet is dated

***2. How would you describe our chancel area in meeting communion, kneeling and praying, choir, bells, and other music?***

Well designed (3) Adequate (14) Needs Improvement (20) Inadequate (11)

Comments:

APPENDIX A

- Get rid of steps - 2
- I like traditional music (Kevin and Lisa are wonderful)
- Altar closer/handicap accessible good idea - 2
- Loss of pews no consequence
- Not happy about losing seating – 4
- Too congested now
- Like it the way it is - 2
- Don't put choir in center, they aren't the focus – 3
- Like choir in center
- Like proposed changes
- Access to kneeling rails – 2

**3. How would you describe the narthex and the entrance to our church?**

**Welcoming      Beautiful      Adequate      Needs Updating      Confusing      Uninviting**

Comments:

- No main entrance/confusing to newcomers - 3
- Need expansion for improved fellowship time - 3
- I like our current lights
- A sound room is good idea
- I like carpet, tile is cold
- I like proposed narthex and proposed entrance
- Could use signs – 2
- Needs a little enlarging
- A simple, low cost, flat roofed room could be added to the south of building, 432k outrageous
- Rooms in front are not necessary - 3
- No room to visit/gather
- Need for attractive drawing points

**4. How would you describe our parking and traffic flow?**

**User friendly (2)      Adequate (13)      Confusing (19)      Needs Improvement (17)**

## APPENDIX A

### Comments:

Need more parking - 2

Signs needed - 5

Covered entrance is needed - 4

Difficult to locate the main entrance

We are at mercy of DOT

Porte-cocher e is nice, not essential, affect traffic flow/parking

Need to enter left at light – 4

Eliminate confusion for newcomers

Would covered drop off increase traffic problems?

### ***5. How would you describe our overall external appearance?***

**Welcoming (8) Beautiful (5) Needs Improvement (23) Confusing (7) Uninviting (3) OK (2)**

### Comments:

Leave cross on the front there

Don't need additional rooms in front of narthex - 2

Fancy entry on the back side does nothing to identify entrance from Racetrack

Revisit phase II of our master plan

Needs landscaping, sprinkler system - 2

Improve front not back - 2

Need better focal point

Need more workdays for landscaping/yard work

Enhance front to make entrance easier

### ***6. I am willing to support the renovation financially (22) and/or prayerfully (32).***

### Comments:

Not the total project - 2

Don't put building fund in with our normal operating campaign - 2

\$400K+ to add 1200 sq ft out of line

As long as it is reasonable and properly focused

This is a bad time to increase our giving – 2

### ***7. My top 3 improvements that I would like to see on the TUMC facilities are:***

Get rid of steps - 2

Lighting/brighten the sanctuary - 19

## APPENDIX A

Refinish Pews/upholstery - 3  
Improve/enlarge ladies restroom/more toilets/2 working toilets - 4  
Narthex expansion/entrance - 14  
Replace gold carpet – 15  
Altar closer to congregation/access to kneeling rails - 6  
Chancel area change - 7  
Old bldg classrooms – 2  
More seating - 2  
Better sound system for hearing disabled  
Visual screen to enlarge view preacher  
Better lighting for podiums  
Relocate audio panel - 3  
Covered entrance on side - 4  
Covered entrance to fellowship hall  
New sound system in memorial fellowship hall  
Improve front of building - 2  
Signage - 3  
New colors in sanctuary and narthex  
Sanctuary layout  
Old fellowship hall paint and flooring  
New fellowship hall carpet  
Improve parking and traffic flow/left turn at light - 2  
Sanctuary Renovation as proposed - 4  
Landscaping  
Wheelchair accessibility/handicap/ADA - 10  
Choir in balcony  
Repave parking lot  
External appearance – 2  
Overflow space

**8. Please provide additional comments on the back. Thank you for sharing in this experience.**

Comments:

Trinity has lost focus to what draws people to Trinity...answer and membership will increase

Happy with appearance/warmth/ambience of sanctuary...don't make it look like fellowship hall. We should do any maintenance required

Need to focus more on programs than changing appearance

Agree entirely with Jack's presentation - 2

APPENDIX A

Need flower committee and plants in sanctuary

Changes should be done in stages - 5

Be forward thinking for next 50 years, plan for balcony now

Pay as you go for improvements

A lot of money for unnecessary improvements

Too ambitious, current budget is already suffering with economic situation

If we don't raise the money are we going in debt? 2

No steeple, not symmetrical

Demographics is older church and resistant to change

Expand chapel if possible

Name \_\_\_\_\_ Phone and/or email address \_\_\_\_\_

APPENDIX B

SANCTUARY RENOVATION COMMENT FORM MATRIX

NAME	How would you describe our Sanctuary?	How would you describe our Chancel Area?	How would you describe our Narthex and Church entrance	How would you describe our parking and traffic flow	How would you describe our overall external appearance	I am willing to support the renovation financially	I am willing to support the renovation prayerfully	My #1 improve-ment would be:	My #2 improve-ment would be:	My #3 improve-ment would be:	ADDITIONAL COMMENTS	EMAIL
Mary Smith	Welcoming: the chancel area is a drawing point.	Adequate: not sure what else can be done.	Needs Updating: I feel there is a need for additional attractive drawing points.	Confusing: there is confusing traffic flow	Needs Improvement: possibly additional shrubbery and parking facilities.	Y	Y	Change gold carpet.chancel seating is blue.	Parking & traffic flow	Labeling of Sunday school rooms and offices etc.		
Barbara Brewer	Needs Updating: Harvest gold is dated	Needs Improvement: great idea to center choir area & change chancel area.	Confusing: too many ways to enter; no central location except in rear of church.	Needs Improvement: good idea for covered drop off; would there be traffic jams as a result of car stopping?	Needs Improvem't	Y	Y	Relocate prayer rails	Narthex Expansion	Sanctuary Finish/lights	Need to enlarge ladies restroom	
Phyllis Seaton	Beautiful	Needs Improvem't & Inadequate	Needs Updating & Confusing	Confusing & Needs Improvement	Beautiful & Needs Updating	Y	Y	Chancel	Entrance	Lighting	I agree entirely with Jack's presentation	
Donna Shafer	Adequate & needs Updating: too dark; more windows to let God's light in, etc; Using white paint will lighten up Sanctuary; wood in chancel and pews.	Needs Improvement: like your idea.	Needs Updating	Adequate	Needs Improvement: needs landscaping, irrigation system so shrubs/flowers thrive; inviting to enter God's place.			Sanctuary	Landscaping		Please, no projection screen; need a flower committee to arrange each Sunday for flowers; calendar sign up in hallway needs to be promoted; plants in the Sanctuary/Chancel area.	
Edwin & Mary Watts	Adequate: could use updating.	Inadequate: our altar and kneeling rails need to be more accessible.	Confusing: our narthex needs to be larger & without the quiet room.. We have all week before services to be in our Sanctuary.	Confusing	Needs Improvement	Y	Y	Porte Cochere	Altar Rails Forward	Narthex Expansion & Balcony	To double our space (along with the cost) just to add a "quiet space" is unacceptable. We have all week & before services for meditation. The new entrance is beautiful and very needed along with a large narthex. However the plan as proposed would be confusing also. Door should open into Narthex. Please do not decrease size of our Sanctuary, if anything we need to add pews. Please do not paint brick.	
Donna Ault	Beautiful: need carpet update; I like the brick and stone (it is natural).	Well Designed & Adequate: It is beautiful the way it is.	Confusing: would like a formal entrance.	Confusing	Needs Improvement: the front offices and classroom areas.		Y	Formal Entrance	ADA/Restrooms	Front offices & Classroom Area	It is the altar of God and the choir and screen should not distract by being the center of attention. Maybe all the music should be in the addition in the back of the Sanctuary? Carpet helps muffle foot traffic. The sound is already good.	
Ted Foster	Welcoming & Beautiful: keep cross, stone and stained glass windows; do not cover or block.	Adequate: stairs are an impediment; Need handicap access.	Adequate & Needs Updating: need signs to direct people to the rear.	Adequate: does proposal decrease handicap parking?	Needs Improvement			Wayfinding	Porte Cochere		Do not lose altar, communion rail or prayer rail; If the altar is brought forward and put at floor level, will it block view of Pastor/speakers? The Pastor/Speakers need to be raised so that they are easily visible. Does this put them "behind" the altar? Consider a balcony that could house the sound control equipment and possibly the choir. The choir in the center will be distracting.	
No Name	Welcoming & Beautiful: representative of the friendly nature of the congregation.	Well Designed	Welcoming & Beautiful: inviting.	User Friendly	Welcoming & Beautiful			Leave it Alone			Attendance is down; Timing is bad; This expense diverts from core mission of this church.	

APPENDIX B

<b>Candy Broxson</b>	Welcoming & Beautiful	Well Designed	Welcoming	Confusing	Welcoming	These difficult economic times will make it difficult to fund this huge project		Carpet at Sanctuary & Lighting	Improve other areas of the Church		Pay as you go; This is a lot of money for improvements that I don't think are necessary. The Choir should not be the focus at the front of the Church. I don't think extra rooms in front of the Narthex are necessary. Thank you for all the work you did. I feel we need to make a list of essential renovation projects and do them in phases. I love Trinity and the Lord, but I don't need a big fancy Church to come too. When you drive through the drop off you have to go on Racetrack Road and around to get back to Church.
<b>Marni Roake</b>	Needs Updating: carpet (no cement floors) brick, lighting & sound and renovated chancel area.	Inadequate: not enough room & no provision for handicapped.	Needs Updating	Needs Improvement: signs and arrows for traffic flow needed.	Confusing			Sanctuary	External Appearance		Do improvements in stages.
<b>Sherry Hamrick</b>	Needs Updating: dark.	Inadequate: crowded, limiting & inaccessible.	Needs Updating & Confusing: cramped.	Needs Improvement	Needs Improvement: almost dark, medieval.	Y	Y	Accessibility	Light/Focus	Move Kneelers	Isn't it kind of a ministry to be providing jobs for people in these hard times? I can't hire people individually, but as the body of Christ, together we can contribute together to provide jobs and income for many people.
<b>Adele Levesque</b>	Needs Updating: better lighting, needs to be brighter.	Adequate	Adequate	Confusing	Confusing			Better lighting	Identify Main Entry	Change Carpet	Major redecorating in order; not sure we need a major remodel. adelele????aol.com
<b>Ray Storey</b>	Adequate	Needs Improvements	Confusing: can't find main entrance.	Adquate	Welcoming			Communion rails good idea	Entrance, not necessary but nice.	Parking, not necessary	I think the improvements to the Sanctuary will improve the availability of services. The other proposals are superficial.
<b>Nancy Knowles</b>	Adequate: Dark; light maple paneling over brick about 6' high.	Inadequate	Confusing	Needs Improvement: merging from Racetrack side with the other side can be tricky if people are in a hurry.	Uninviting	Y	Y	Chancel area	Carpet; dark red; light wood floors for pews.		Ramp up where portico is. My Mom doesn't do steps and if it's raining it would be nice to have her covered. Clear windows above stained glass or low, clear skylights to bring in more light. Beautiful, vinyl tile may be better than wood as it does not scratch and (if many extra tiles purchased) could be easily replaced. I have also seen nice painted concrete which would be easy to re-finish. Or, if wood, like at Choctaw HS gym floor with a very hard finish. New carpet, 2 new super vacuums, to make it easy to clean. Choir area-carpet to muffle foot steps of members coming and going. Carpet under piano to absorb foot tapping (me) of pianist. *Curb Appeal should be at Racetrack Road side also. Portico with ramp; Chancel area revamp w/ skylights (for light) over chancel area? Do these things first and pay for them as we go.
<b>Rob Schmitt</b>	Adequate	Adequate	Needs Updating	Needs Improvement: add right hand turn lane at east end at light. Would have a right, left and straight turn options.	Need Improvement			Narthex	External Appearance		
<b>Jackie Jeffers</b>	Needs Updating: lighten up the walls; paint brick with a cream color.	Needs Improvement: put on the floor	Needs Updating: make it large but warm and inviting	Adequate: not really a problem for me.	Needs Improvement: less bushes, more flowers, more lighting, trees etc. better landscaping.			Sanctuary	Narthex	Entrance to Church	How about back lighting of the cross. Need a larger sound room than in example. DO IT ALL NOW.

APPENDIX B

Kirby Locklear	Beautiful: love the assymmetric.	Adequate	Adequate: seems fine	Adequate: problem with entering from west bound	Beautiful: love this church.			Move the sound board	Remote audio visual to an overflow area		1) Ramp at covered area; 2) No steeple, it will not fit on an assymetrical roof. 3) Do it but I would like to expand the chapel if possible; 4) The demographics of the Church seems to be older age group and resistant to change. I am for it
JoAnne Shuler	Beautiful, Adequate, Needs Updating: love our cross and windows.	Needs Improvement	Needs Updating: where is clear cut entrance?	Confusing: need directional signage	Needs Improvement	Y	Y	Remodeling the chancel area so there can be kneeling rails on the floor level	Would like to see front of building updated	Would like to have a better defined entrance for worship	would like to see some good directional signage to indicate where everything is taking place. Our church sign is great
Suzu Rackard	Needs Updating		Needs Updating					More seating , not less			
Dennis Rackard	Needs Updating: ADA	Adequate	Adequate	Adequate	Needs Improvement: signage.		Y	ADA Updates	Signage	Interior finishes and lighting	
Ann Hutchinson	Welcoming, Beautiful	Adequate	Adequate, Needs Updating	Adequate	Beautiful		Y	New carpeting	New Pew Upholstery	Better Lighting	I don't like having the choir being in the center of the Chancel; too much like they are the focus rather than the cross; Should be done in stages rather than an all encompassing plan; I like the Chancel the way it is.
John Hutchinson	Beautiful	Adequate	Needs Updating	Adequate	Needs Improvement: especially the front of the Church, not the back.	???	Y	New carpeting	New lighting	Handicap Access	I believe it needs to be done in phases, not all at one time where we would incur a large debt.
James Young	Needs Updating	Inadequate	Confusing	Confusing: better signage would help.	Needs Improvement	Y	Y	Chancel & Sanctuary	Narthex & new entrance	Interior finishes and lighting	Repave parking lot. I think we should do all of this effort and not break it up into phases.
Sarah Irwin	Needs Updating: I enjoy the stone work behind the cross. Carpet & lights, I have always loved the ceiling and stained glass	Needs Improvement:kneelers are rarely used because of their position on stage	Needs Updating: wall paper, I like the big windows and garden; serene and pretty.	User Friendly: lots of parking, its great; congestion by the light is a problem at times.	Beautiful: I appreciate the trees and landscaping; Trinity has a unique building that has character.	Y	Y	Updated flooring	new lighting	Wider Narthex for fellowship and coffee or welcome booth	I love Trinity and I'm excited to see these changes take place so we may better serve the community. We need a cry room that overlooks the Sanctuary with a one way glass
David Irwin	Needs Updating: dangerous stairs; Leave brick work alone!	Inadequate: choir needs to be moved to the back! Balcony? The front should be more reverent!	Needs Updating: rear stained glass needs to go! Narthex should be large open area and include the cry area with window to Sanctuary.	Confusing: all entrances should be covered.	Needs Improvement: our rear entrance front should be covered and contemporary ramp accessible.	Y	Y	Safer stairs	Organ/Choir on Balcony	Large reception area Narthex	Without any large debt
M.C. Irwin	Needs Updating: nice stonework; Beautiful stained glass; worn out carpet; dim lighting; narrow aisles.	Inadequate: needs to be more handicap accessible.	Needs Updating: confusing, where's the entrance; too small and always crowded, needs expansion.	Confusing: very fractured and narrow	Needs Improvement			Move communion rail down	Overhang ????? & ramp for rain days	Enlarge Narthex	
Jerry Carroll	Beautiful	Needs Improvement	Needs Updating & Confusing	Confusing	Needs Improvement	Y	Y	Improving sound/noise in Narthex	Better Lighting	Improving Chancel Area	
Sarah Carroll	Beautiful & Needs Updating: beauty can remain while updating.	Needs Improvement	Confusing	Needs Improvement	Confusing	Y	Y	Chancel Area	Lighting & Sound		
Joyce Stimak	Needs Updating: raise light fixtures out of line of view; Now when I look at the Minister I am looking into the lights, hurts eyes.	Needs Improvement: need more area between area and first road of seats.	Confusing: where to enter	Confusing & Needs Improvement: confusing to new members/guests	OK for now			Lighting	Relocate prayer rails to floor level to accommodate all	Chancel alterations & remove carpeting	
Ray Huckabone	Adequate	Needs Improvement	Needs Updating	Confusing	Needs Improvement		Y	Narthex	Lighting	Traffic Flow	I do feel that until we pay our "connectional giving" at 100%, we should not do any upgrade. Not 100% of what we budgeted, but what we told the DS we would pay.
Diane Huckabone	Beautiful	Adequate	Adequate	Confusing & Needs Improvement	Confusing	Y	Y	Entrance	Narthex	Lighting	

APPENDIX B

<b>Adam Searle</b>	Needs Updating	Needs Improvement	Needs Updating & Confusing: I love the idea of a defined front entrance.	Confusing	Needs Improvement	Y	Y	Define Entrance	Improve Sanctuary	Improve Fellowship Hall		
<b>Luke Marshall</b>	Welcoming	Well Designed	Adequate	Adequate	Welcoming		Y	Bigger parking space	Mission trips for middle school	Youth to be longer		
<b>Steve &amp; Peggy Milz</b>	Needs Updating: most of altar area is not often used; yellow carpet = 1970's	Needs Improvement: see above; Blue kneelers clash w/ décor	Confusing: way too small	Confusing: too many entrances; dispersed parking; exit to Racetrack road very tight.	Needs Improvement: not very pretty; dated look.	Y	Y	Narthex Expansion	Altar Redesign	Racetrack Road Exit	1) It would be nice to add a dedicated right turn exit onto Racetrack; 2) What about a sound room above the east end of the Narthex? 3) Ensure you have computer network connectivity into sound area or where ever projector is.	
<b>Tyler Searle</b>	Needs Updating: lighting fixtures, illumination, carpeting & pews.	Needs Improvement: congested	Uninviting: No room to visit or gather	Adequate: could be better; covered drop off is great idea.	Needs Improvement: need a better focal point			Entrance	Sanctuary Lighting	Sanctuary Layout		
<b>Shannon Hull</b>	Needs Updating: light colors	Inadequate: I would love to have access to kneeling rails	Uninviting: no room to mingle; outdated color	Confusing	Uninviting: no curb appeal; building extending parallel to Racetrack	Y	Y	New colors in Sanctuary & Narthex	Access to kneeling rails	New sound system in Memorial Fellowship Hall	I think it is crucial to make decisions that we can build upon in the next 50 years. I loved when you said if we want a balcony in the future we need to plan for it now. The entire project needs to be approached with that "forward thinking" perspective.	
<b>Zielinski</b>	Adequate: I agree it is dark. When remodeling it would be nice to address the brick	Needs Improvement	Needs Updating	Adequate	Beautiful	Y	Y	Sanctuary furnishings	More pews	Front Entrance (Racetrack)		
<b>No Name</b>	Welcoming & Beautiful	Adequate	Welcoming & Adequate	Confusing & Needs Improvement: need signage. Need to be able to enter via left turn from Racetrack Rd.	Welcoming, Needs Improvement & Confusing: Main street is North but entrance is South.			Main area near sign. Main entrance from road.	Orient North side of lot in opposite direction	Better landscaping to North	Too ambitious; Too distracting from Churches main jobs. Use 80/20 rule. Fix big benefit low cost items. Avoid the huge shotgun/do everthing approach.	
<b>Melissa Wade</b>	smiley face						Y				How close are kneelers to front row? Ramp by carport?	
<b>Josh Walker</b>	Adequate	Needs Improvement	Confusing: It is hard to tell where you enter Sanctuary. The Fellowship Hall is also hard to see due to being on the back. Need better signage.	Adequate	Needs Improvement: needs to be updated and cleaned up. A little curb appeal.		Y	Chancel area	Better signage	Update front of Church		
<b>Bill Rivard</b>	Needs Updating	Needs Improvement	Adequate	Needs Improvement	Needs Improvement	Y	Y	Chancel area	Sanctuary	External Appearance		
<b>Jean Rivard</b>	Needs Updating: better lighting; kneelers more accessible	Inadequate: kneeling benches are more or less inaccessible	Adequate & Needs Updating & Confusing: may can re-work certain areas to better control noise factor	Needs Improvement: needs much better signage	Needs Improvement: looks just what it is, aded on to. Could be much more cohexive with a different painting job.	Y	Y	A Main Entrance	Better Traffic Flow	Inside brought up to date	I think we should prioritize our needs better. I also think our building program should be done in phases. I don't think we should plan our program for the two days a year we are overcrowded. Need to view the alternative chancel area plans. I think before we start major renovations we should address repairs/equipment that need to be done/updated. As for painting in the Sanctuary maybe we could look at painting just the ceiling in a semi gloss paint to reflect the light we already have. Not paint it white but a light color that would coordinate with the tones already there. I also suggest re-evaluation of space we already have. 1) We do not use the upstairs storage to it's best use; 2) Also there are old, old pieces of equipment in Harvey's maintenance room as well as upstairs that could be disposed of; 3) The room 3 doors down from the Secretaries Office could be put to much better use./better organized.	
<b>Alice Gillette</b>	Welcoming	Adequate	Welcoming & Needs Updating: larger outside entrance area.	Confusing	Welcoming	Y	Y	More handicap ramps	Covered entrance to Fellowship Hall	Larger covered entrance on side		

APPENDIX B

Jack Gillette	Welcoming	Well Designed	Adequate	Needs Improvement		Y	Y	Additional room in front of the sanctuary to accommodate the handbell group, provide for less confusion during communion, etc. could be accomplished by removing the first pew, and I recommend this be done.	The present east entry needs overhead weather protection and a ramp. A weather protected entrance to the east side of the MFH would be nice to have here along with a ramp to accommodate wheelchairs.	Parking would be improved if both entrance/exits were used. There is little Racetrack Road traffic on Sunday mornings, and being able to enter the east parking area would not only enhance parking, it would show visitors where the main entrance to the Sanctuary is located.	Jack Baker did a fine job of planning and his presentation was very understandable. The following are my comments and thoughts about the plans proposed. I very much like the present chancel area looks. The rock wall, cross and stained glass vertical window, along with the altar holding an open bible and backed by flowers, location of baptismal font, communion rail and kneeling pads - the whole area provides a nice background for quiet meditation before the service. The suggested changes do not, in my opinion improve what currently is in place. The proposed expansion of the narthex seems very expensive. Providing for a greeting area to decrease the noise level is not a bad idea, but the estimated cost for this addition far exceeds its utility in my opinion. Our somewhat noisy greetings reflect happy people looking forward to the service I love our church and appreciate the work of our pastors, the staff and the many volunteers. I will be happy to contribute to improvements which make Trinity a better place to worship and Christian Fellowship.	
Marilyn Horton	Welcoming: Peaceful & uplifting, Stained glass window is lovely.	Adequate: Chancel is fine the way it is. I am not in favor of a large change. Like where the choir sits. <u>No</u> screen.	Adequate: More room would be a plus.	Adequate: To a newcomer, confusing.	Welcoming: Building is inviting and always needs yardwork done. More workdays.	I would be in favor of some remodeling but the whole project, No.	I would be in favor of some remodeling but the whole project, No.	Sanctuary - new carpet & better lighting.	Old fellowship hall - paint and flooring.	New fellowship hall - new carpet.		
Carla Schmidt	Needs updating: Like the idea of proposed construction. Projection screen, if installed, should be hidden.	Needs Improvement: Altar closer - good idea; Loss of two pews of now consequence.	Needs Updating: Needs expansion for improved fellowship time	Confusing: Signs needed. Covered entrance is my last improvement that is needed.	Needs improvement.	Yes	Yes	Narthex expansion	Replace Sanctuary Carpet	Altar closer to the congregation		
Evelyn Dalrymple	Needs updating: I'm in favor of having the choir behind the Chancel area.	Inadequate: Do away with steps to Chancel	Confusing: entrances confusing to newcomers	Adequate: traffic flow is adequate.	Entrance confusing		Yes	Improve ladies bathroom	Change Chancel area	New carpet	I am not in favor of the big screen. When Kevin starts to play & as we enter the Sanctuary I would like for everyone to enter into a worshipful atmosphere - talking to cease-greet each other at the appropriate time.	
Marilyn Madsen	Welcoming & Beautiful but if we can improve it, let's do it.	Needs improvement: Get rid of steps, I like traditional music (11:00); Kevin & Lisa are wonderful	Confusing: no main entrance.	User friendly; Needs improvement: need more parking.	Needs Improvement	Yes	Yes	Get rid of Chancel steps	Lighting	Refinish pews		
Ted M. Villar	Welcoming & Beautiful; beautiful stone and stained glass	Adequate	Welcoming; the narthex size was doubled 5 years ago	Needs improvement	Welcoming; this Church is old and was built in about 6 phases. We used matching brick and paint to tie it together.		Yes	Canopy	Fence to hide tire company	New landscaping in front		
David Stroup	Welcoming	Well Designed	Adequate; needs a little enlarging	Needs Improvement; Difficult to locate the main entrance; need signs	Welcoming	Yes	Yes	More seating	Better sound system for hearing disabled	Visual screen to enlarge view of preacher	Better lighting for podiums. I think the church has lost focus as to what draws people to Trinity. Try and answer this question and you should see an increase in membership to the Church. What do the larger Churches in the Southeast have that we do not?	
Floyd Stroup	Welcoming, Beautiful & Adequate. A warm classic design that should keep its character. The wood and brick walls and ceilings should not be	Adequate; any changes should not eliminate seating. We will need it in the future.	Adequate; If necessary a simple, low cost flat roofed room could be added to the South of the building. \$432,000 is outrageous for 1,200 sf.	Needs improvement; we are really at the mercy of the Florida Department of Transportation.	Adequate; suggest revisiting Phase II of our Master Plan	Yes if reasonable and properly focused	Yes if reasonable and properly focused	Chancel update	Brighter lighting	Re-located Audio panel	I am happy with the appearance, warmth and ambiance of the current Sanctuary. Do not try to make it look like the fellowship hall. If maintenance is necessary in the Sanctuary we should do it.	

APPENDIX B

<p><b>Floyd Stroup</b> Addnl Comments</p>	<p>1. Any fund raising should be done at a different part of the year than the stewardship campaign. In the past we typically started fund raisers in February, ending in May, so as not to compete for funds ultimately reducing the amount received by each campaign.</p>		<p>2. While the rugs and pews are old they are adequate for a few more years. They nicely complement the brick interior of the Church</p>		<p>3. I do not like a screen in the Sanctuary. It makes it more like going to a movie or being entertained than worshipping. People need to learn to <u>read</u> both the word from the bible and music from the hymnal. We are doing the congregation a disservice by down playing the songs of Methodism in order to chant repetitive songs by following the bouncing ball. If a screen is installed it should be fully stowable for times it is not needed.</p>		<p>4. A porte cochere, while nice, is not essential and will affect traffic flow and parking.</p>		<p>5. We need to focus more on programs than on changing the appearance of the buildings.</p>			
<p><b>B. Stroup</b></p>	<p>Welcoming &amp; Beautiful; I like the brick as is.</p>	<p>Adequate; not happy about losing seating</p>	<p>Adequate; could use signs.</p>	<p>Needs Improvement.</p>	<p>OK</p>		<p>Yes but not the total project</p>	<p>Ladies bathroom</p>	<p>Old building classrooms</p>	<p>lighting &amp; carpeting</p>	<p>Don't think we need the additional rooms in front of the Narthex. The Sanctuary could have new carpeting &amp; lighting. I also feel wood or tile under the pews is good. Definitely like the brick and warm feeling. Do not want it painted or lightened. The women's bathroom needs two working toilets. I do not feel we need the extra square footage - plus putting a fancy entrance on the back side does nothing to identify the "entrance" from Racetrack Road. For financing it would be unwise to put a building fund request in with our normal operating campaign. Both will suffer. And added \$400,000 is way out of line for 1200 square feet. I could</p>	
<p><b>Leoda Moore????</b></p>	<p>Beautiful; leave the cross, stone and stained glass alone. No screen in the Sanctuary.</p>	<p>Needs improvement</p>	<p>Needs updating</p>	<p>Confusing; parking lot small. At light confusing</p>	<p>Needs improvement; leave cross on the front there.</p>		<p>Yes</p>	<p>More toilets in ladies room</p>			<p>I like the lights in our Sanctuary. A room for sound systems is a good idea. I like carpet, tile is cold. I like your idea of the Narthex and the entrance to our Church.</p>	
<p><b>Dorothy Peterson</b></p>	<p>Welcoming &amp; Beautiful; I think the Sanctuary has a very warm, comfortable and inviting look. I like the color of the bricks. The browns and beiges make the colors in the stained glass window stand out. The altar is a focal point.</p>	<p>Needs improvement; I realize the Chancel area presents a problem going up the steps. I don't like the idea of moving the Choir to the center but realize this is probably the best solution and would make room on the side for the piano. The communion rails could be moved to the main floor but I don't think we need to give up two rows of pews.</p>	<p>Adequate; I don't like the idea of adding the two rooms behind the Narthex. The narthex could be made larger and a new entry way built but this would be at the bottom of my priority list.</p>	<p>Adequate</p>	<p>Welcoming</p>	<p>Yes if possible</p>	<p>Yes</p>	<p>I have never had a problem with seeing or hearing in the Sanctuary but if this is a problem it should be addressed along with new carpet</p>	<p>A covered drop area with a ramp.</p>	<p>Remodeling the Chancel area.</p>		
<p><b>John &amp; Nora Doss</b></p>	<p>Needs updating; We like the plans proposed more lighting is a definite need</p>	<p>Inadequate; We really don't have an Altar that is accessible for any kind of handicapped.</p>	<p>Needs updating; It is inadequate, but not as compelling a need as other improvements.</p>	<p>Confusing &amp; Needs improvement</p>	<p>Uninviting; The front yard needs to be enhanced to make entrance easier.</p>	<p>We would like to see an option to do this in stages. Right now we are unable to help financially, but would be willing to do what we can toward starting a building fund so we don't load the Church with so much debt. We can't do things to help others.</p>	<p>Yes</p>	<p>Sanctuary Renovation</p>	<p>Front Entrance</p>	<p>A handicap canopy for loading and unloading</p>		
<p><b>Bill &amp; Lois Shawger</b></p>	<p>Welcoming &amp; Beautiful</p>	<p>Adequate; Rail move down across front would be good.</p>	<p>Needs Updating</p>	<p>Adequate; just need cover for letting off people in rain.</p>	<p>Confusing</p>		<p>Communion rails</p>	<p>Narthex</p>	<p>Protected Entry</p>			

APPENDIX B

<b>Debby Rugg</b>	Beautiful; It has enough room for people and can be switched to needs.	Needs Improvement; there needs to be kneeling rails on the floor.	Adequate; It works for the needs.	Confusing; The entry and where & needs more at times.	Needs Improvement; needs to be brighter and warmer.	Yes; always when I can.	Yes; always when I can.	Parking	Kneel rails	Padding in pews	Speaker systems- some individuals have a problem hearing the sermon; Connect the old and new buildings; Possibly room for outside services; Great idea for needing covered drop off area; This may help the local economy.	
<b>Jan Griffith</b>	Beautiful but Needs Updating	Adequate; steps up to area are narrow and need new carpet throughout Sanctuary.	Needs Updating; I think it is too narrow.	Confusing; Outlet to Mar-Walt confusing; many people drive into it when it is supposed to be an outlet.	I think it's fine, but there is no clear direction for access/egress.	Yes	Yes	Clean or update everything including restrooms, etc.	"Redo" Narthex	Provide clear directions to various areas	I think it would be wise to consider improving a couple of our rooms for weddings and funeral participants. The conference room, while adequate, is not the ideal room for use as a brides room. I know it isn't feasible for rooms to be solely dedicated to this purpose, maybe we could design these rooms to be multi-purpose. I think we need more restrooms in this building (near Sanctuary). How about considering more covered walkways from this building (Sanctuary) to the rear building? God is in "His House". I think we should do our best and highest for him, as he does for us.	
<b>Bob Matheson</b>	Welcoming & Adequate; Clear view all around, quiet and stately. Leave major? front and cross alone	Adequate & Needs Improvement; Should be more handicap accessible.	Adequate & Needs Updating; Ante room for weddings and funeral preparations. Create quiet zone.	Adequate	Welcoming		Yes	Expand Narthex reception area	Handicap facilities	Energy "independence"	Change carpet, leave pews alone except for some handicap accessibility.	
<b>Jean Gray</b>	Adequate; I'm for keeping our brick, stone and natural wood color and maybe tightening up cloth behind the wood in Chancel area.	Needs Improvement	Confusing	Confusing; Along with any improvement we still need good signage to direct people to the back for the Sanctuary.	Needs Improvement			Narthex Expansion	Chancel Alterations		I,m not really for making the Sanctuary lighter/brighter; It currently has a calming feeling to me. Also I remember when we talked about re-doing the Narthex before and the talk was of making it dark and subdued to set calming, honoring Christ mind set.	
<b>Marti Burkland</b>	Needs Updating	Needs Improvement	Confusing	Adequate	Needs Improvement	Yes	Yes	Light	Entrance			
<b>David Burkland</b>	Needs Updating; Carpet	Needs Improvement; Needs more space.	Uninviting; A mess.	Adequate	Needs Improvement	Yes	Yes	Narthex	Exterior			