

**Space Use and Re-location Committee
St. Paul United Methodist Church
Springfield, Missouri**

The charge to the Space Use and Re-location Committee is as follows: To enact the portion of the Healthy Church Initiative prescription #4, which calls for a four-person team to visit three facilities that have excellent, modern, technologically advanced space and furnishings, and then to evaluate the existing present space available and how it is used at St. Paul UMC.

After such evaluation, the committee is to develop recommendations to reallocate existing space and update current conditions, as required to allow growth to occur, and submit those recommendations to the Church Council.

On May 26, 2011 the following committee members and guests from St. Paul visited Campbell United Methodist Church, Schweitzer United Methodist Church and Wesley United Methodist Church: Lauren Wilson*, Dody Harmon*, John Thomas*, Peggy Thomas, Shep Woolford* and Pastor Ron McIntire. (* denotes committee members)

The following is a listing of the recommendations this committee prayerfully brings before the St. Paul Church Council for consideration with a recommendation for approval:

- Create a 30-day cleanout timeline for people to retrieve any personal items and/or clutter and remove them from the church (not moved from one place to another within the church). A systematic room-by-room cleanout will begin thereafter.
- Locate/hire an accredited interior designer/decorator to assist with paint and color selection.
- Replace east entrance door with a glass door equipped with electric opening assist to meet handicap accessibility requirements.
- Install a new drop ceiling with acoustic tiles and new fluorescent lighting inside the east hallway and the entire area outside the sanctuary and over the stairway. Lower all existing exit signs, emergency lighting and fire alarm components, as needed.
- Repaint the east entry and east hallway walls, and the walls surrounding the sanctuary, library, elevator and south wall with soft, contemporary color(s) which would be inviting.
- Cut 4'0" door through the plaster wall from east hallway into baby nursery room (currently called the mission/work room) for fire escape purposes and city codes requirements. Install a new Dutch half-door in this location. Cut-in and install a 2' X 3' observation window in western/center portion of same wall.
- Install new fluorescent lights in the baby nursery room.
- Purchase two new cribs and mattresses for the baby nursery.
- Refurbish and repaint the small rest room in baby nursery room for use by persons working in the baby nursery room.
- Repaint baby nursery using bright contemporary colors, and purchase a new changing table, diaper disposal unit, and any other tools or items deemed necessary to properly take care for infants. Move the wooden rocker from the parlor into the nursery.
- Professionally clean and sanitize the carpeting in the baby nursery.
- Repaint and reconfigure the current built-in cabinet in the baby nursery for places to hold diaper bags brought in by parents for infants and for storage of nursery items.

- Purge old toys from present nursery (not baby nursery) and replace them with purchased **new** ones suitable for the interests of today's youngsters. Replacement toys must be age and skill-level appropriate.
- Install new carpeting or other new floorcovering inside the east entrance area, east hallway, and the area framed by the library, sanctuary, stairs, and elevator. Floorcovering must be chosen with young children as well as handicapped accessibility in mind.
- Establish a "Welcome Center" inside the east entrance area where the wheel chairs and coat rack presently are located. Equip the area with a new narrow desk on casters, a chair, and the necessary materials for welcoming, including a building legend (map). The wheelchairs and coat rack will be relocated to a different area.
- De-clutter and open up all classroom spaces. Make sure all classroom doors have safe sanctuary approved glass and maintain high visibility at all times from the outside with no covering or objects that inhibit viewing. All classrooms are expected to be kept clean, neat, orderly and without clutter or excessive materials. All classrooms are to be kept unlocked.
- Repair walls and repaint second floor SE classroom in preparation for use as an older children's classroom. Use colors attractive to children.
- Replace carpeting or other new floorcovering on the stairs.
- Complete indoor signage, room numbering, and floor plan legends (maps) by all entry doors and outside the sanctuary.
- Complete all recommended outdoor signage.
- Install new carpeting in youth room.
- Install new carpeting inside present Wesley classroom.
- Install a digital message board in the Fellowship Center for announcements.
- Prepare a prioritized listing of needed A-V technology upgrades.
- Gut present unisex rest room between Pastor's office and the baby nursery on the first floor and turn it into lockable custodial storage.
- Remodel remaining main floor rest rooms and enlarge them. Relocate the children's library to other children's classrooms, and use present children's library area space to permit larger handicap accessible men's and women's rest rooms to be installed on the main floor. Eliminate the kitchenette in the present Walker Parlor and use said space for enlarging the rest rooms.
- Renovate existing Walker Parlor to become the Bigelow Fellowship Center. Replace dark paneling with light-colored sheetrock walls, if necessary, and use either tile or hardwood laminate for the floor. Replace current overhead lighting with fluorescent lighting. Install round tables and chairs for seating in the west portion of the room, and establish "conversation areas" with comfortable, newly purchased, upholstered chairs and appropriate side tables in the east portion. Construct a counter area across the west end of the room with wooden base cabinets below for a coffee, beverage and serving space as well as for doughnuts, cookies, and other food. The counter is to include a sink, space for coffee pots, the refrigerator and the microwave. Install new electrical receptacles above the counter along the length of the west wall.

Approved by Committee on June 14, 2011

Approved in Concept by Church Council July 11, 2011