

Carter Hord, Anne Lorenz, and Jeff Holt met with representatives of the church's many ministries.

- The pastor led the meeting off in prayer.
- A sign in sheet was passed around. It is in the project file. Below is a list of those in attendance and their respective ministries.
- Each introduced him/herself and told their largest needs for a new facility.
  - Shirley Bilger:
    - Eucharistic: sacristy with sink
    - Responsible for filing/keeping of church records
  - Susan Jones:
    - Altar Guild: sink, storage, hanging for seasonal vestments, possible refrigerator for flowers.
  - Thomas Jones:
    - Acolytes/Chalice Bearers: prayer books/hymnals, kneelers, vesting area, vestment storage.
  - Michelle McLaughlin (representing Cindy):
    - Library space, healing/centering prayer, seasonal storage
  - Eleanor Jordan:
    - Daughters of King: storage for supplies gathered for their adopted school (every other month supplies delivered)
    - Newcomers Ministry: storage for newcomer bags
  - Tom Rieman:
    - Ushers: worship space needs to be a space for reflection, meet/greet should happen outside of sanctuary, business (papers/leaflets) needs a place as well
    - Garden Ministry: labyrinth in conjunction with a columbarium, garden for growing food for donation.
  - Marian McAden:
    - Barth Sanders Guild: spacious and functional kitchen (with much work space) to prepare suppers, storage at church
  - Julie Pieritz:
    - Barth Sanders Guild: women ages 40-86, need to be extra accessible!, crafting workspace to be used during the day, St. Mary's night activities, parish hall for 150 people for events such as Mardi Gras Party, craft sales and storage.
  - Debbie Nelson:
    - Senior Warden/Vestry: conference rooms for vestry meetings
  - Dennis Hawkins:
    - Building Committee/Children's Ministry: Sanctuary comfortable for children's service, library
  - David Cook: Building Committee
  - Andy Graham: Building Committee

- Clayann Panetta?:  
Building Committee: need to think of two audiences: those who already are members and those they are inviting to join community, Sunday school meeting place, lounges, conference rooms, coffee kiosk.

### **Sacristy:**

- Both working and vesting sacristy needed.

### **Working Sacristy:**

- Refrigerator for flowers is an ideal, not extremely necessary
- Freezer to keep bread
- Work table and deep sink for flower prep
- Drain in floor
- Walk-in closet for vases etc.
- Shelves for vessels used in service
- Drawers for linens: normal sized drawers for smaller items, possible larger but shallow drawers for large linens, prefer to hang larger linens
- Storage for cleaning supplies: polishing, rags, towels, mops, brooms
- Seasonal: candle holders – general storage somewhere else, not needed in sacristy

### **Worship Space – Phase 1:**

- Altar space cannot be used as circulation
- Altar and liturgical elements should be screened (curtain maybe) when space not being used for worship, allows the worship to be respected and comfortable in space when used for other functions.
- Space needed for current chairs in worship (125, with fabric for 200 more). They stack 5 high, max., but are large and heavy.
- Possibility of altar rail that isn't permanent. Rector does not like altar rail, but others are split on desire for one. Removable rail appeared acceptable.
- 280 worship seating
- 150-200 at round tables

### **Narthex:**

- A separate gathering space is needed
- Both interior and exterior gathering space, exterior space could be partly covered
- Use this space for more commotion and noise making activities to keep sanctuary contemplative and quiet.
- Coffee kiosk/counter could be here
- Narthex is typically about 1/3 the size of the worship space, would like a large narthex to accommodate medium size functions such as newcomer dinner (50)
- Could include large doors to allow overflow to outdoor area

**Sanctuary vs. Fellowship:**

- Much discussion followed whether to design the multi-use space as the long-term worship or fellowship space
- The group agreed on one space for multi-purpose; it is yet to be decided if this space is to be the long-term worship or fellowship space
- Carter explains the 'triangle of design': there are three factors that must be balanced in design:
  - Cost/Money
  - Quality/Finishes
  - Size/Square footage
- If the narthex could accommodate many of the church activities, the main space would only be used about 6 times a year for large activities (Mardi Gras, large dinners, etc.); though this may grow. The Pastor asked if it would it not make more sense to build a worship space that would be used every Sunday, but could be used for large gatherings occasionally?
- Kitchen is a must have in phase one.

**Kitchen:**

- Commercial Kitchen including:
  - Commercial range, 6 burners minimum with Griddle, for pancakes and Double oven
  - Convection oven
  - Commercial dishwasher, roll-in would be ideal, explore possibility to use tankless water heater to supply only kitchen
  - Double door refrigerator
  - Single door freezer
  - 3 sinks (standard health dept. setup) with draining table at three-compartment sink.
  - Ice machine, medium sized
  - Cafeteria line with warming trays and service window
  - Return line with separate smaller service window
  - Microwave
  - No fryer needed
  - Pantry for dry goods
  - Storage for dishes, enough to serve 150/200, locate at end of dishwashing

**Christian Education:**

- Catechesis/Good Shepherd: Montessori style teaching, interactive for children, needed dedicated space as take-down can be difficult
- A flexible learning room where meetings and other activities could take place, accessible from outside so it could be used without access to rest of building
- Common shared space with coffee between adult classrooms
- Locked storage in rooms to allow more than one use
- Adult classrooms: 2 classes for 25 each
- Classrooms need to be flexible with storage
- Supply Closet
- Exterior door in classrooms so children can be taken outside in good weather and not have to go through corridors

**What to Communicate with Architecture:**

- Recognizable as an Episcopal Church
- Welcoming
- Liturgical Worship
- Easily find front door
- Rustic: eloquent by simple. This is more about the setting than the building. Reference was made to Thorn Crown Chapel in Arkansas as example of good adaptation to setting.
- Nature, trees, windows with views of outdoors
- Identifiable as a church
- Building(s) and Grounds should be low maintenance. Want limited areas of "lawn" to mow and maintain.

**Thoughts on Previous Church Building (on Yale):**

- Layout caused confusion, couldn't find each function/area of building easily
- Architecture: church on hill. Three separate buildings.
- Large cross hung over altar about 8'x15', distinctive and associated with their identity
- Lack of flow or good circulation
- Couldn't tell where to go. Parking was hidden behind building, people had a hard time entering site.
- Was functional space-wise
- Sacristy and Vesting too small
- Impossible to air condition tall height
- Worried if structurally sound. Remediation had been required for structure in Sanctuary building.
- Not very decorated, mostly plain

**Additional spaces/items wanted**

- Prayer Room
- Library
- Sanctuary Storage
- Usher Closet/Room
- Columbarium
- Power and Water to remote areas of site
- Craft room and storage
- Seasonal Storage
- Office/Conference room for Rector
- Large Janitor closet: mops, sink, cleaning supplies, floor polisher.
- Porte Cochere in phase 1. (This item needs more discussion.)

**Parking (all phases):**

- 2 cars per family; less than 2 people per car on average
- Make easily expandable for long-term
- Old St. Elisabeth's had 81 spots, which was adequate most Sundays. However, sometimes parking spilled out to streets. Typically had about 130 people in attendance.

**Outdoor Space:**

- Comprehensive outdoor space in master plan
- Many parishioners will garden: flowers and vegetables
- Out building for storage, a shed will be needed: tractor and other large items for maintenance.
- Outdoor worship space. Possibly amphitheater style.

**Other:**

- Make sure women's restroom is not cold, put at interior of building
- A small sketch was also recorded at the meeting for a library/prayer space. This sketch is in the project file.

**Future Phases:**

- Gathering room with fireplace
- Outdoor worship
- Access to St. Columba site via road or path through fence
- Gym with showers
- Athletic fields: baseball, soccer/all-purpose
- Fishing pond

