

**FIRST BAPTIST CHURCH OF HIGHLAND PARK,  
BEAUTIFICATION WEEKEND, APRIL 6 & 7, 2018 (8:00 – 1:00 pm)**

Hello, First Baptist Church of Highland Park Family,

We are going to have our first Beautification Weekend, Friday and Saturday, April 6 & 7, 2018. Come one and all and help us improve the grounds around our campus. The more people we can get the better. Come all, youth, young adults, and seniors...

If you have skills or not, come on out and we will find something for you to do. If your special skills are painting, masonry, lawn care, etc., we like to speak with you in advance to help supervisor a project or two.

If you do not believe that you have skills, well, we will have something for you also. We need team captains, assistant captains, and workers. We will be cleaning both inside and outside of our church. Inside projects will include painting several areas in our church, cleaning silver and brass handrails throughout the church, and cleaning various spaces throughout the Church. Outside projects include picking up trash, weed whacking, spreading mulch, and planting flowers. Where ever your talent lies, we will find a place where you can help!

Come in your play clothes with gloves, comfy shoes and any other tools of the trade you may have (rakes, shovels, pruning shears, watering cans, wheelbarrows, etc.). The Trustees hope that you will join us to help keep the Church grounds looking fantastic. At 12:00 PM, a picnic lunch will be served (hot dogs, hamburgers, and drinks will be provided).

Remember, the more hands, the lighter the work for all. Please save the dates and please join us!



**First Baptist Church of Highland Park  
Trustee Ministry**

**Proposed Projects for 2018 Beautification Weekend**

**Fellowship Hall**

- Kitchen – needs painting
- Kitchen – grease cup on stove needs to be replaced
- Wall leading to the new worship center – repair holes in the drywall and paint wall - Done
- Entire room needs to be painted
- Paint outer window frames
- Clean furniture space (back corner)
- Clean Electrical room

**Hallway to West Sanctuary/Baptismal-Musician Closet Area**

- Hall to West Sanctuary from the Fellowship Hall – wash/paint walls; same for the doors to sanctuary and hall
- Outer Room (Baptismal/Musician closets) – needs painting; rooms were locked but are probably candidates for de-cluttering; look for storage for supplies/equipment in the open area
- Baptism Hall - Replace wall mirror; wash and paint walls and doors

**West Sanctuary – Choir Loft**

- Re-mount handrail leading into choir loft – men’s room side (rail is on the floor)
- Secure the wiring on the left side as you walk up the same stairway
- Carpet needs to be cleaned

**West Sanctuary**

- Sanctuary needs painting and walls repairs, including the windows and window seals (see front of first beam on left)
- Carpet by the organ is loose
- Wires on stairs to pulpit need to be covered or tacked down
- Beams need to be stained
- Facing the pulpit, step left of pulpit – piece of carpet is torn
- Ushers need to clean under their chairs
- What is the string (facing pulpit from the entrance) hanging near the 3<sup>rd</sup> beam on the right?
- Replace or paints vents in the sanctuary

- Facing the balcony on the left – replace molding on right and left

#### Foyer (West Sanctuary)

- Balcony entrance (near Trustee Room) - replace molding
- Paint wall and chair moldings with pastors' picture
- Paint foyer

#### West Sanctuary Balcony

- Rails loose
- Bannister (in front of the soundboard) needs to be stained
- Wiring needs to be reinforced on front floor
- Balcony walls need to be painted
- Stairwell by Fellowship Hall – molding is detached from the wall
- A number of chairs in the balcony badly need to be replaced (see Upper Wyatt Annex and Board Room for candidates)
- Facing the pulpit, right section – fill hole (left end) back row
- Carpet needs cleaning badly

#### Breezeway

- Repair base of columns and paint as necessary
- Paint entire Breezeway

#### Hallway – Entering from Breezeway

- Molding needs to be painted and/or replaced
- Wall across from breezeway door needs patching and painting; window seals need to be scraped, caulked and painted
- Wall across from Trustee Room – repair and paint wall

#### Hallway Leading to Wyatt Annex

- Paint/repair molding
- Paint and patch drywall

#### Upper Wyatt Annex

- Bannister loose going upstairs
- Replace tile around floor heating vents
- Look for candidate chairs to switch out with damaged chairs in the balcony

#### Lower Wyatt Annex

- Clean up Lower Wyatt Annex; de-clutter

### Front of West Sanctuary

- Front doors need to be scraped and painted
- Front railings need to be painted
- Outside windows need to be scraped and painted
- Rails by the old sign need to be painted
- Repair concrete (short) column

## **Education Building**

### Third Floor

- Repair and paint the columns
- Repair/paint walls
- Replace doors in the Ladies Room
- Repair/reinforce carpet in Ms. Ringgold's office
- Is Mrs. Davis' old office a candidate for organized storage?

### Room 300 – Board Room

- Look for candidate chairs to switch out with damaged balcony chairs
- Repair/reinforce carpet

### Room 316 – Pantry

- Mount microwave

### Room 305 and 311 – Classrooms

- Need paint and blinds
- Wash/paint entry doors; wash entry windows and framework

### Stairwells

- Steam/Wash floors
- Wash/paint walls
- 2<sup>nd</sup> level (security office side) – repair bubbles in flooring

### Second Floor

- Redo Ladies Room – new toilets and enclosures; paint
- Strip and clean floors in hallway and classrooms; clean carpets

- Ms. Gale's room (next to Ladies Room) is a nice classroom model; very neat and inviting
- Recommend a classroom cleanup day during the summer for the entire school
- Room 206 – Needs new storage cabinet
- Room 209 – Needs new storage cabinet
- Room 202 – Secure cords and wiring
- Check/replace blinds as necessary in classrooms
- Library – shampoo carpet; reinstall window screen (laying by the computers)

### Entrance to Education Building

- Paint rails and entryway
- Repair sidewalk panels as necessary
- Repair Water Sprout (Breezeway side of Building)

## **New Worship Center**

### General

- Clean entire building (Vacuum, Dust, and Mop)
- Clean Brass throughout

### In Front of Church:

- Redo small flower bed
- Redo large flower bed
- Redo Breezeway flower pots

### Sanctuary

- Clean Brass Rails
- Clean Glass (around baptism pool, going upstairs, and camera seats, etc.)
- Clean/dust all woodwork
- Vacuum floors (pulpit floor)
- Attach brass door openers

### Reception Desk

- Clean the entire area (front counter and back counter)
- Clean drawings and desk areas

### Outside Grounds

- Clean trash around entire campus
  - Playgrounds
  - Construction Pond
  - Area next to KFC

### Install Pathways

- Parking Lot to Church
- Deacon Space to Church
- Remove Rocks from Flower Beds
- Cut Grass and Remove Garage on Hill in front of New Worship Center

### Roof Cleanup (Special Project)

- Education Building
- New Worship Center

### Outside Storage Areas

- Clean and paint two yellow storage houses
- Clean brown shed
- Clean storage area need small playground

### Remote Storage Areas (in Landover)

- Clean units in Landover