



Friends,

In the April quarterly newsletter, Pastor Mike shared God's plan for the future of St. Matthew's and his vision to enhance and grow the Ministry, Missions, Programs and Community Engagement that represent the key pillars for the success of our church. In accordance with that, Church Council formed the Church Interiors Task Force (CITF) to evaluate the form and function of our largest asset, our facility, and to recommend a plan to ensure this asset best supports those key pillars and meets the demands of our church family and our community now and into the future. The CITF has made considerable progress since April that we would like to share with you.

The CITF outlined a detailed, four-phase plan for the evaluation and renovation of our facility. Currently, we have completed the first "Define" phase and have shared our progress to date with Church Council and Staff. We are currently engaged in the second phase, "Design", focused on working closely with the architect INTEC Group, to develop the captured church requirements into cost effective solutions for improvement and enrichment of our facility.

CITF Accomplishments in the last 90 days:

- **Hired INTEC Group:** A seasoned Architectural firm who has worked with over 60 churches in our area with a proven track record of accomplishing goals just like ours. Approved by Church Council, INTEC is working closely with us to produce a Schematic and Budgetary Pricing Package to design a facility that allows St. Matthew's to meet current needs and drive growth for the future.
- **Increased Stakeholder Outreach:** Continued to expand our consultation and feedback with more than 50 stakeholders in key areas, holding detailed requirement and facility-use meetings throughout the church to enhance our research and planning. Conducted cross-functional meetings with potential vendors, CITF, INTEC and church stakeholders to explore options on how to best meet our needs.
- **Held Staff Lunch and Learn:** Conducted a detailed briefing to staff to further explain the mission and design process and to solicit feedback on which areas of the church are functioning effectively and how CITF and staff can work together to improve how the facility looks and functions in support of our mission and ministry goals.
- **Partnered with Walk-In Ministry and Food Pantry Team:** Brainstormed solutions to current space constraints and arrived at viable solution for new location. Purchased ten new commercial-grade rolling shelving units which are currently holding 60 completed bags of food apiece, now used in the new evening food ministry distribution. Working closely with the team to outfit the new space with electricity, refrigeration, and freezer capability in advance of the fall season.

- **Worked with JP/ASP team:** Scheduled Monday July 19th as ASP at Home Day, focusing our youth on cleaning and organizing our church home here at St. Matthew's in preparation for fall kickoff and the coming renovation.
- **Prepared for August Focus Group Presentations:** Created detailed materials, invitations, and information for August Focus Group Presentations.



CITF goals for the next 90 days:

- **Complete Schematic and Pricing Package:** Continue working closely with INTEC to develop the Schematic and Financial Package including detailed architectural renderings of major areas, floor plan designs, and budgetary pricing to be shared at the Focus Group presentations.
- **Conduct Focus Groups:** Targeted for Mid-August, the Focus Groups are the next phase in the on-going research and evaluation of our facility. Present draft architectural renderings and pricing, have meaningful discussion, and gather insights and feedback on the current condition of our space and how it can be updated and utilized more effectively to meet the current and future needs of St. Matthew's.
- **Provide Information Booth:** Create opportunity for everyone to review architectural renderings and pricing package details. To occur before and after Sunday services for a few weeks.
- **Revise and Refine Renderings and Design Plan:** Amalgamate feedback from Focus Groups and Information Booth to refine architectural renderings, space utilization, design options and pricing structure.
- **Complete Scope of Work:** Determine agreed scope of work and develop refined pricing plan.
- **Church Council Approval and Financial Package Plan:** Approval on agreed scope and create Funding Package with Finance.

- **Communicate Widely with Church Family:** Implementation of full suite of communication methods to provide updates and progress on the renovation.

-Information Booth: In September, before and after services in the Commons, for all members to review and provide any additional feedback on the architectural renderings.

-Worship Announcements: In the services.

-Newsletters: To inform you on important milestones.

-Website: <https://www.stmatthewsumc.org/citf> , section dedicated to CITF updates.

-Mailbox: citf@stmatthewsumc.org for Focus Group and ongoing communications.

-In Person Meetings: Ongoing.

-Social Media: As needed.

This is an extremely exciting time in the life of the church, and we are eager to continue to share our progress every step of the way. Together we are building the foundation for growth on which the church will Thrive!

In service,

The CITF Team

Shawn Guth, Chair

