

# Work Day March 27<sup>th</sup>, 2021

## Sanctuary

1. Polish brass – Need 2 to 3 volunteers.
2. Pews – Need 3 to 6 volunteers
  - a. Tops of backrest
    - i. Wipe Lemon oil on
    - ii. Wipe off lemon oil after 10 minute allowance to “soak in”
    - iii. Wipe worn area with Old English furniture polish
3. Clean glass windows all doors – need 1 to 2 volunteers
4. Dust wall “woodwork” windowsills to floor- need 1 to 2 volunteers

## Outside/grounds

1. Edging and trim grass along trees, poles along building etc.
2. Trees - trim smaller trees as needed
3. weed near the sanctuary front entrance
4. Flower beds
  - a. Pull weeds (Weeds will have been treated with weed killer 1 to 2 weeks prior)
  - b. Trim hedges
  - c. Mulch needed in all beds

## CMC

1. Clean around alley fencing
2. Clean exterior windows and doors
3. Remove bushes from alley
4. Rake mulch from center of playground to the edge of the sidewalk.
5. Clean balcony doors and windows
6. Trim bushes

## Education Wing

1. Windows 1<sup>st</sup> and 2<sup>nd</sup> floor

## FLC

1. Flower room – clean cupboards, evaluate contents and poss. dispose of certain items
2. Stairs leading up to the gym- sweep and mop
3. Clean 1<sup>st</sup> floor windows inside and out
4. Dust window ledges
5. Gym
  - a. floor – sweep /dust mop – prep for scrubber
  - b. Clean out & organize equipment room
  - c. Vacuum mezzanine
  - d. Dust mezzanine
6. Kitchen

- a. Clean inside of cupboards
  - b. Sweep /dust mop – prep for scrub machine
  - c. Clean/wipe down counter tops and cupboard doors
- 7. Large and small social hall and all classrooms
  - a. Sweep /dust mop – prep for scrub machine
  - b. Clean exterior windows

