

**St. Mark's Steering Committee  
Insight Team + Staff Summaries**

**Administrative + Meeting**

- Need reception area
- Open to moving locations, but James needs to be near the church with dedicated rehearsal space
- Clergy should be intermixed with staff
- Dedicated Foundation office to accommodate work space and small meetings
- 30 people around a table for staff meetings, Vestry and Foundation Board (soundproof)
- Smaller staff meeting spaces, small prayer rooms/counseling spaces
- A copy room with storage and workspace
- Breakroom separate from church kitchen
- Fireproof storage
- Consider adding a story to the existing office building with rooftop garden
- Expand restrooms and add hot water
- Storage room storage for daily, weekly, and seasonal
- ADA compliance

**Overall Campus Improvements**

- Improve parking, especially Ortega Blvd and Ionic traffic patterns
- More cohesive and connected campus with walkability
- Significant portion of school pickups occur morning, mid-day and afternoon
- Ask ESJ to evaluate current drop off and pickup
- Wednesday chapel sees cars going through pickup, not ideal
- Need connectivity to the school to engage and support each other
- Drainage system is undersized on main line
- Outdoor spaces are functioning well but need outdoor for youth
- Central outdoor space where everyone can come together, all ages, seating, covered
- Parents want their kids close, could we move roads and parking to the edges
- Courtyard could be used more, more gardens and outdoor meeting spaces (add tables)
- Need dedicated storage for gator, cooker, workroom for maintenance staff (rolling doors)
- Labyrinth is not used and can be removed, it was a scout project
- Memorial garden and four niche gardens are so special and often photographed
- Think about water remediation
- Real bell tower with bells in it
- Outdoor coffee bar
- Designated tree lot and storage space

**Christian Formation**

**Nursery:**

- Nursery should be closer to the sanctuary with a separate room for infants and toddlers

- Need parent checkin space, bathrooms, sinks, small refrigerator, cubbies, changing stations, sinks
- 12 toddlers and 10 infants can be in a room at once with three volunteers
- Evacuation cribs are required
- Video feed to worship service for parents to watch if needing to console a child
- Consider needs of Momco
- Wifi across all christian formation spaces

#### **Children:**

- Separate entrance for infants and older children: Two separate badges
- Currently have roughly 30 children for children's chapel, roughly 30 for sunday school
- Could Children's Chapel and Sunday School be in the same space?
- Goal of 60 kids each sunday and then split to smaller groups

#### **Youth:**

- Youth Center is a coveted shared space with various groups meeting there regularly
- St. Mark's youth have not had a chance to make it their own
- Would like more functional outdoor space for christmas tree lot and hang out, basketball hoop, field for football, outdoor seating
- Idea of buildings on the outside, open on the inside
- Kitchen needs to be updated and needs hot water
- Need storage space, office, and three classrooms
- Youth space fits 50 comfortably and 100 occasionally

#### **Adults:**

- Adults classes need handful of spaces fully equipped and coffee bars
- Need to accommodate small groups and larger groups
- Handicap accessible for youth center and all classrooms
- Some classes (like Neely's) may work best with someone teaching up front, round tables for discussion and other tables for journaling.

#### **Parish Gathering Space**

- Need a covered, main entrance - maybe a portico on Ionic
- Current capacity is 240 with 25 round tables that seat 8
- Acoustics, video and lighting need improvement
- Consider a space where room size could be adjusted
- Proximity to the church works well
- The stage isn't useful, could it come down and be connected to the kitchen
- Built in heated and cooled buffet
- Doors allow too much sound from the kitchen
- Need an area for cleaning supplies (closet)
- Racks with shelving for prepared food and or large working table
- Would like a dish washing area separate from cooking area

- Need storage space for pantry items
- Consider a pre-function space,
- Dedicated space for trash, loading, deliveries
- Idea of a mezzanine level with pub tables, comfortable seating, small bible studies
- Needs to be centrally located to break out to sanctuary, spiritual life center, sunday school
- Would you ever move the kitchen to the back of the building?
- Need to consider security, punch code access

### **Existing Sanctuary**

- Expand existing narthex to include bathrooms, cry room, family room, signage, artwork, calendar, etc...
- Consider including a desk for handouts, answering questions, etc...
- Possible bell tower addition that is proportional and inline with the existing sanctuary and neighborhood
- Stairwell to balcony too steep and poor lighting
- Improve handicap access and seating options not only in back but in transepts
- Consolidate vesting areas
- Add flower prep area with large countertop sink and refrigerator
- Raised platform for baptismal font, move or modify
- Sacristy is too small and cabinetry needs updating
- Creedence tables are a hazard for walking around
- Would like to fit 40 choristers
- Make Ortega Blvd access more handicap accessible
- Walkway from chapel back to sanctuary can be dangerous
- HVAC - many on the sides of the church, do not generate heat
- Consider Rose window and incorporate into new design
- A separate room for "the bride" or on other days, medical needs and mothers with babies
- Safe location for offerings

### **Spiritual Life Center**

- Ideal aesthetic would marry traditional details with modern capabilities
- Uses could include contemporary service, external seminars, forums, musical performances
- Needs breakout rooms, bathrooms, IT, AV, storage, green room for band members or speakers to have a space to prepare, separate space for vesting, a space for sacristy/altar guild
- Number of people, maybe 250-300 for River Service
- Would like to explore the possibility of retractable stadium seating. This would give us a more intimate environment for services but would allow us to use the venue for other spaces
- Band is currently behind the altar, we want them up front enough to be able to lead but not in a way that they're dominating the service
- Consider an altar around the stage, church in the round
- Lighting will be important, natural light and good lighting
- Double height space
- Moveable communion rails

- Coffee bar/hospitality center
- Art Library/Media Resource Center
- Audio booth at center/back of room. Stage height