

TRINITY'S CLEAN UP / MAINTENANCE LIST

Wash windows (inside/outside)
Clean air vents in both bathrooms near office
Clean air vent near altar
Clean air vents in main offices
Clean air duct vents (Narthex)

Clean ceiling fans (kitchen)
Clean light lenses (kitchen)
Replace ceiling tiles (kitchen)
Clean stove vent hood filters (kitchen)
Install vinyl cove base molding (kitchen)
Install vent in closet door (kitchen)
Paint closet door frame (kitchen)

Scrape, prime and paint east wall (dartball room)
Replace or paint stained ceiling tiles (Chapel)
Wash large cross and woodwork (Sanctuary)

Paint outside edge of emergency exit stairs (Sanctuary to ground)
Repair wall anchors for dumpster sliding gate
Clean out window wells
Clean out gutters on lower roof (education wing)
Remove roof antenna mount
Repair dripping outside faucet (alley)
Clean, prime and paint black railings
Clean main porch hanging light fixtures
Clean dumpster area

Clean siding (Lincoln Street)
Clean siding (alley)
Paint bricks and stair fascia front of main church
Paint storage closet door frame (alley)
Clean emergency exit outside stairwell out of Fellowship Hall
Paint electrical boxes
Paint curb along Lincoln Street

Clean wall in classroom underneath Library
Repair light in lower education hallway
Paint elevator entrance doors (inside and outside)
Service smoke alarms
Paint Narthex pillars

Apply foam seal strips on balcony exit doors
Repair room #103 door latch
Paint doors into Fellowship Hall and Boiler Room sliding door

Replace elevator pit outlet
Install sump pump in elevator pit

Scrape and paint east education stairwell
Paint office workroom ceiling
Remove valance boards and hardware in Library
Install hooks in Chapel