

Notes taken by Alex Martinez at the **Better Use of Space workshop** presented by the Church Architecture Department of the BGCT at the Hispanic Baptist Convention on June 28, 2011

Assignment of Space

- The group size needs to match the room size.
- The group type determines the room location. Consider the needs of each group and assign rooms that will accommodate and serve the group well. For example, Senior Adults need to have a location with easy access to restrooms, parking area, and worship area. Preschool and children need to have a designated area so that parents can easily take and pick them up.

Adjustment of Space

- Set up the room in different directions depending on the need. Consider the sound and acoustics of the room and set up chairs close and around the speaker. For example, place speaker area in the corner and set chairs in semi circle around the speaker area.
- Use chairs only, set up chairs in rows, circles, or clusters
- Use tables and chairs

Alternative Space

- Use other rooms or spaces for class space such as
 - Hallways
 - Gym
 - Office space
 - Fellowship hall
 - Sanctuary

Adjacent Space

- Use rooms or space outside of church property
 - Home
 - School
 - Library

Altered Space

- Remodel rooms, remove or relocate walls
- Remember that removing or adding walls will activate the Texas Accessibility Standards (TAS) so permits will be required and additional work will be necessary to bring the building up to code with things such as ramps, handrails, wide doors, larger restrooms, etc.
- The recommendation is to make all efforts possible to avoid activating the TAS and incur additional cost.

Asbestos Issues

- Asbestos is a hazardous mineral found in insulation, ceiling tiles, floor tiles, etc. in older constructions.
- For constructions in the 1990s or prior, it is necessary to hire a professional inspector to determine the presence of asbestos. If asbestos is present, there are two options:
 - The low cost option is to not disturb the area but instead paint over it or cover it with other flooring or ceiling material. The important thing is not to create dust because that is how asbestos becomes harmful to people.
 - The second option is to remove all the materials that have asbestos (asbestos abatement) which can cost a substantial amount of money.

Room Dividers

- Simple and low cost way to make your own room dividers:
 - Hollow smooth inside doors
 - Door hinges
 - Carpet
 - Connect 2 to 4 hollow doors with door hinges
 - Cover door surface with carpet (glue and nails)

Consultation and Planning

- Contact the Church Architecture office at BGCT at 1-888-244-9400