

Christ Church Exeter - Harris House Utilization - Data Collection Sheet

Room Name	Room Type	Description of Use	Responsible Ministry or Staff Position	Contact Person	Frequency of Use (Daily, Weekly, Monthly, etc.)	Average Hours per Use	Hours per Year	Attendance Range	Average Attendance per Use	Target Attendance per Use	Usage C = Current F = Future	General Comments or Specific Room Needs
Harris Hall	Multipurpose	Sunday Forum & Fellowship	Rector	Mark Pendleton	Weekly	1.5	78	40	40	100	C	PA system, Projection capability, Tables with seating for all attendees, Convenient access to the kitchen
Harris Hall, Sarah's office, Dodd Room, Chapel	Multipurpose	Jr. High EYC	Ministry Development and Coordination	Sarah Watts	Weekly	1.5	78	4	4	12	C	
Harris Hall, Kitchen, Chapel	Multipurpose	Jr. High and Sr. High Compline	Ministry Development and Coordination	Sarah Watts	Weekly	1	52	12	12	30	C	
Harris Hall, Sarah's office, Dodd Room, Chapel	Multipurpose	Sr. High EYC	Ministry Development and Coordination	Sarah Watts	Weekly	1.5	78	8	8	15	C	
Harris Hall, Kitchen	Multipurpose	AA		Jim Fellows	Weekly	4	208	100	100	125	C	PA System, Tables and Chairs
MacGillivray Room	Multipurpose	Beginners AA		Jim Fellows	Weekly	3	156	40	40	50	C	Tables and Chairs
Dodd Room	Meeting	Healing Team Meeting	Mike Woodworth	Mike	2 times a month	1.5	36	7	7	10	C	
Dodd Room or Harris Hall	Meeting	Ecumenical Bible Study			Weekly	1	52	3	3	5	C	
Room 1	Meeting	Finance Committee	Rector	Mark Pendleton	Monthly	1.5	18	4	4		C	
Harris Hall	Multipurpose	WIC Program	Executive Assistant	Linda Carey	4-5 times a month	7	378	15-30	23	30	C	Tables and Chairs
MacGillivray Room	Multipurpose	Junior Choir	Music	Suzanne Jalbert and Bruce Adami	Weekly (except summer)	1.5	78	7	7	12	C	
MacGillivray Room	Multipurpose	Christ Church Choir	Music	Suzanne Jalbert and Bruce Adami	Weekly (except summer)	2	104	18	18	25	C	
MacGillivray Room	Multipurpose	AA		Jim Fellows	Daily	1.5	547.5	5	5	10	C	
MacGillivray Room	Multipurpose	AA		Jim Fellows	Weekly	1.5	78	15	15	20	C	
MacGillivray Room	Multipurpose	Vestry	Rector	Mark Pendleton	Monthly	2	24	15	15	15	C	
Harris Hall	Multipurpose	Southern N.H. Services	Executive Assistant	Linda Carey	Monthly	3	36	20	20	30	C	Tables and Chairs
Harris Hall	Multipurpose	Community Resource Network	Executive Assistant	Linda Carey	Monthly	3	36	25	25	30	C	Tables and Chairs
MacGillivray and classrooms	Multipurpose	IHN/SFP	Ministry Development and Coordination Watts	Jim McAllister and Sarah Watts	Every 9 weeks for a week	14.5 hours each day	83.8	14	14	14	C	Carpets, lamps, alarm clocks, bedding
Harris Hall & kitchen	Multipurpose	Pancake Supper	Ministry Development and Coordination Watts	Sarah Watts	Once a year	6	6	75	75	100	C	Tables and Chairs, Kitchen appliances
Harris Hall & kitchen	Multipurpose	Grounds cleanup & Luncheon	Buildings and Grounds	Eric LaMontagne, Judy Wainwright, Pat Izzo	Twice a year	6	6	10	10	25+	C	Tables and Chairs
Harris Hall & kitchen	Multipurpose	Reception after yearly memorial service	Executive Assistant	Seacoast Hospice	Once a year	5	5	100+	100		C	Tables and Chairs

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Harris Hall & kitchen	Multipurpose	Easter Brunch	Executive Assistant	Karen Plumer	Once a year	2	2	75	75	100	C	Tables and Chairs
Harris Hall and Kitchen	Multipurpose	Welcome Back Picnic		Pat Izzo or Karen and Lang Plumer	Once a year	3	3	80	80	100	C	Held mostly outside unless we have inclement weather.
Harris Hall and kitchen	Multipurpose	Receptions after concerts/recitals	Sexton	Linda Carey	approximately 7 per year	3	21	35-200+	135		C	Tables and Chairs
Harris Hall & kitchen	Multipurpose	Receptions after funerals	Sexton	Linda Carey	approximately 5-7 times a year	3	18	50-200+	125		C	Tables and Chairs
Harris Hall & kitchen	Multipurpose	Receptions after weddings/anniversary parties	Sexton	Linda Carey	approximately 1-2 times a year	4	6	50-200+	125		C	Tables and Chairs
Harris Hall and Kitchen	Multipurpose	Parishioners having special birthday parties		Linda Carey	approximately 1-2 times a year	4	6	35-75	55		C	Tables and Chairs
MacGillivray Room	Multipurpose	Staff Planning Day	Rector	Mark Pendleton	Once a year	7	7	6	6		C	
Room 1 or Sarah's office	Meeting	Staff Meetings/Ministry Staff Meetings	Rector	Mark Pendleton	Twice a month	2	48	5	5		C	
Room 4	Meeting	Sunday School - Library	Ministry Development and Coordination Watts	Sarah Watts	Weekly (except summer)	1	38	0-1	1		C	
Room 6	Meeting	Sunday School - 5th Grade	Ministry Development and Coordination Watts	Sarah Watts	Weekly (except summer)	1	38	6-7	7			
Room 7	Meeting	Sunday School - Middle School	Ministry Development and Coordination Watts	Sarah Watts	Weekly (except summer)	1	38	4-6	5			
Room 9	Meeting	Sunday School - 3rd & 4th Grade	Ministry Development and Coordination Watts	Sarah Watts	Weekly (except summer)	1	38	8-9	9			
Room 10	Meeting	Sunday School - 1st & 2nd Grade	Ministry Development and Coordination Watts	Sarah Watts	Weekly (except summer)	1	38	12-14	13		C	
Room 11	Meeting	Sunday School - Pre Kindergarten	Ministry Development and Coordination Watts	Sarah Watts	Weekly (except summer)	1	38	3-5	4			
Room 13	Meeting	Nursery	Ministry Development and Coordination Watts	Sarah Watts	Weekly (except summer)	1	38	2-5	4			
Room 16	Meeting	Sunday School - High School	Ministry Development and Coordination Watts	Sarah Watts	Weekly (except summer)	1	38	9-11	10			
Harris Hall	Multipurpose	Vacation Bible School	Ministry Development and Coordination Watts	Sarah Watts	Annually	1	5	42	42			
MacGillivray Room	Multipurpose	Vacation Bible School	Ministry Development and Coordination Watts	Sarah Watts	Annually	8	40	20	20			
Room 7	Meeting	Vacation Bible School	Ministry Development and Coordination Watts	Sarah Watts	Annually	8	40	10	10			
Teacher Supply Room	Storage	Vacation Bible School	Ministry Development and Coordination Watts	Sarah Watts	Annually	2	10	12	12			
Kitchen	Kitchen	Vacation Bible School	Ministry Development and Coordination Watts	Sarah Watts	Annually	1	5	42	42			

