


	Issue/Concern/Suggestion Raised	Response from Renovation Team
1.	<p>General comments</p> <ul style="list-style-type: none"> a) Consider both the quality of the worship sound and visuals and the “ambiance” of the room as a whole. b) What were the summary/conclusions/learnings from the previous EM worship test run in the summer? Has lessons learned be considered by the reno committee? c) The findings of this survey exercise should be presented at the AGM. d) Appreciate hard work of the committee 	<ul style="list-style-type: none"> a) Noted b) Main comments include: <ul style="list-style-type: none"> • nice to sit closer with brothers and sisters • still preferred to use the sanctuary because the space is designed for worship • required extra time to setup before and teardown after each worship • struggling with gym AV equipment technical issues • more distractions in the gym, like squeaky sound of chairs, late people walking in <p>Current design will make the stage more suitable for worship, improve AV quality, and reduce setup/teardown time. Chairs will be replaced to reduce distraction.</p> c) Findings of this survey will be made available. Q&A sessions will be hosted before the AGM to promote dialogue between congregation and gym reno committee.
2.	<p>Design comment - Projector screen location</p> <ul style="list-style-type: none"> a) Full width screen hung closer to the Audiences to make it more accessible to audience to see and avoid covering the cross b) Concerned with having people on stage blocking the screen c) Able to partially lower it with two rows of lyric projection and presenter could be fully seen. d) Side Screen on the side with big screen at middle e) Consider option of one big screen at the back of stage and one small at front but using same projector (Nathaniel Sham) f) Projection direct to the wall behind stage (use the top portion for lyric and can be project to whole wall, implied: without cross at the middle) g) Recessed Cross design integrated with LED lighting, projector and the wall 	<p>~4.1m W x 2.8m H electrical drop down screen (~2/3 of the width of the wall) will be hung closer to audience:</p> <ul style="list-style-type: none"> • half screen to show lyric when there is a worship team • half screen for baptism • full screen with speaker on one side (majority of the full screen would still be accessible) • contractor suspects that the current lighting design may affect the brightness of the screen. It is preferred not to locate the projector screen at the back or directly project to the wall at the back. The current proposed screen location should be in the middle. • Concerning safety, we will keep the cross in the middle and back side with LED lighting
3.	<p>Design comment – New Projector</p> <ul style="list-style-type: none"> a) There are smart projectors on the market that can adjust to any screen size or blend multiple images b) Use two projectors and use software that can stitch multiple projections into one so that image quality and brightness is retained while having an oversized projection 	<p>Reuse and reposition existing projector as recommended by contractor as it is functional and specification is up to date. It also helps lower the cost and reduce complexity.</p>

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4.	<p>Design comment - Side TV / projection</p> <ul style="list-style-type: none"> a) Necessary to have side TV/screen <ul style="list-style-type: none"> ○ Provide visual when main screen is blocked ○ Option to project to the side rather than the big screen for small audience b) No TV at side, project to white wall instead c) No TV at side but projector with screen d) No side TV since they are visually heavy, and if worship in black screen, it is not center focus. e) TV can be on rolling Stand f) Can we have the TV on the side + pull out when needed? 	<p>Based on the revised projector screen strategies, no side TVs will be installed as we can still project lyrics during baptism and singspiration. Plan to provide HDMI output connections on each side of the stage to facilitate future connection.</p> <p>Should there be a need to have a TV on the side, church can consider purchasing a TV and a mobile TV cart similar to the following in the future: https://a.co/d/b4VryHY</p> 
5.	<p>Design comment – Panels at stage</p> <ul style="list-style-type: none"> a) Limited stage use, prefer last panel on hinge, tracks or wheel to allow flexibility 	<p>Panels at stage should be fixed for safety and to provide storage space behind stage</p>
6.	<p>Design comment – Colour scheme</p> <ul style="list-style-type: none"> a) Colour scheme does not match the existing flooring b) Stage Feature wall in Wood (Valerie Lai) c) Stage feature wall in white so people to be seen (Kirstie Feng) d) Scheme 2 – flush wood wall e) Paint the vent grates a similar colour as the stairs. 	<p>Congregation has voted Scheme 2 as the most favorable choice. No changes to the flooring since it is functional and not practical to replace. The design team will integrate the design to address those comments.</p>
7.	<p>Design comment – Ceiling Design & Gym Painting (budget)</p> <ul style="list-style-type: none"> a) New ceiling at gym with panel should be included, design should be integrated with existing flooring b) Painting the Gym 	<ul style="list-style-type: none"> a) Ceiling will have new design to align with the chosen scheme b) Walls at Gym will be decorated to align with the chosen scheme. Details to be defined.
8.	<p>Design comment – Functional consideration</p> <ul style="list-style-type: none"> a) Design a space like gym or multi-purpose room, but now with a more worship focus? 	<ul style="list-style-type: none"> a) Gym is still being designed as a multi-purpose space to provide flexibility to accommodate different needs and programs, with worship being one of the key usage

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	<ul style="list-style-type: none"> b) Retains curtain in the design for drama /concerts c) hooks/certain mechanism to have for hanging banners, ceiling decor? 	<ul style="list-style-type: none"> b) Without a high ceiling clearance, it's not feasible to retain curtains while trying to create more space to project higher. We can use lighting and the screen to assist with scene transitioning for drama/concerts. c) Will consider how to integrate such mechanism
9.	Flooring <ul style="list-style-type: none"> a) "gym" floor line should be replaced/removed, consult kids club 	<ul style="list-style-type: none"> a) Will remove existing worn tapes and discuss with Children's Ministry to come up with a more effective solution to meet their needs
10.	Maintenance concerns <ul style="list-style-type: none"> a) Material should be longer lasting and easier to maintain b) wood is simple to clean so varnished wood would be preferred c) flush wood wall preferred for maintenance / cleaning 	<ul style="list-style-type: none"> a) Will take durability and maintenance into account when selecting materials. Don't foresee significant maintenance challenges.
11.	Safety concerns: <ul style="list-style-type: none"> a) Railing should be fixed firmly for seniors b) Stair design for VIP c) Hidden doors may be dangerous when opening. Explore possibility of pocket sliding door that slides behind the front panel. Or door with vision panel. d) Even out steps 	Will make sure stairs and railing are safe and secure, and add vision panel on secretary and kitchen doors.
12.	Environmental concerns: <ul style="list-style-type: none"> a) Replaces existing fan – Hot in summer 	<ul style="list-style-type: none"> a) Will look at options for replacing ceiling fans.
13.	Storage consideration <ul style="list-style-type: none"> a) Hidden storage for chairs, proper storage for the ping pong tables, white wall dividers in Gym b) Storage for AV equipment on the side of stage (mic and spare batteries c) How to utilize under stage storage 	<ul style="list-style-type: none"> a) Design will include storage near the entrance of the gym for storing big items such as ping pong tables and chairs b) Small storage will be provided behind the panels on each side of the stage c) Due to accessibility under stage storage will be reserved for items that are rarely used. Will also consider creating some drawers below the steps at the front of the stage.
14.	Sound insulation <ul style="list-style-type: none"> a) Avoiding sound transmission to below floor, e.g., add carpet 	<ul style="list-style-type: none"> a) Carpet is not suitable for gym activities. Given the floor structure design there's not much that can be done to reduce the sound transmission to the floor below. Vent silencer will be installed to reduce sound transmission through the ventilation vents.
15.	AV comments/concerns <ul style="list-style-type: none"> a) Screen control and the ease of personal laptop connectivity b) Location of the speakers? c) Can speaker be visually more hidden d) Any sockets on stage for wired mics and instruments 	<ul style="list-style-type: none"> a) Screen can be controlled from the AV station; will check if a remote control is available. Personal laptops can be connected to the stage box on either side of the stage. b) Wall mounted on the far side on each side c) Not likely, will discuss with contractor

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	<ul style="list-style-type: none"> e) Prefer all stage mics to be wireless f) Assuming proposed vocal/instrument mics are dynamic, could electrostatic wireless option be quoted as well? g) how will wired audio signals be transmitted from stage to mixer? h) What's the mixer interface to the AV Computer? Does the mixer support an app for desktop or tablet? i) Click track / backing track system is not needed j) Does the proposed IEMS solution support customized mixes for each performer? How can that be configured from the mixer? k) Could each stage floor box provides 4x mic cable inputs, 2x HDMI (1 input, 1 spare), 1x Ethernet port, 4x 120VAC outlets? l) HDMI 4x4 matrix switch (church furnished) connections: <ul style="list-style-type: none"> o Fixed connection between the HDMI switch inputs and stage floor boxes (contractor install) o Fixed connection between projector and HDMI switch output (contractor install) o Fixed connection between stage wall TV outputs (exact location TBD) and HDMI switch outputs (contractor install) o Fixed Fiber Optic connection between HDMI switch input and AV Station (contractor install) o On-demand Fiber Optic connection between HDMI switch input and Sanctuary (maybe via a connection at Gym AV Station) (contractor and/or church install) m) How could PTZ camera and Gym mixer signals be made available to other computers (e.g., Sanctuary AV) over network? n) Confirm that the contractor will provide AV Operations and Maintenance training 	<ul style="list-style-type: none"> d) Available in the stage floor boxes <p>Will discuss remaining comments with the contractor</p>
16.	<p>Lighting concerns</p> <ul style="list-style-type: none"> a) Design integrated to projector performance b) RGB lighting behind cross? c) Ensure that we have enough lighting for the stage. It is very deemed and dark right now 	<ul style="list-style-type: none"> a) Moving the screen closer to the audience would mitigate this concern. b) Will discuss with contractor c) New lighting would provide enough lighting for the stage. There is room to add more front lighting in the future if needed.
17.	<p>AV Station</p> <ul style="list-style-type: none"> a) Need to provide space for 3 operators 	Will communicate with the contractor and design internally

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	<ul style="list-style-type: none"> b) Need desk space for 2 monitors (may consider using monitor mount to save space), mixer, camera control, lighting control, and space for another laptop/monitor for future expansion c) Need space to accommodate 8U AV rack d) Need some cabinets for storage e) Back of AV computer requires air circulation and access for cabling 	
18.	<p>Misc / out of scope:</p> <ul style="list-style-type: none"> a) Consider replacement of chairs, considering overall safety and comfort for worship b) Rat control under the stage c) Utilize space on top of Baptismal tank by providing structural frame. 	<ul style="list-style-type: none"> a) Will take into consideration when procuring replacement chairs b) Church will arrange contents of under-stage storage be removed and space be cleaned before renovation begins. c) Not feasible.
19.	<p>EM & CM / Overall function</p> <ul style="list-style-type: none"> a) Excited for EM to have their own space and hopefully will go a ways to reduce how much the CM looks down on us. Always hurtful to hear our needs and space are not worth it. We're not lesser people or followers because we speak English. b) Consult EM for church plan how to provide a space for EM in long run but also meet the services / function of the space. c) Consult the youth regarding function / voices d) Consider having a survey about function in AGM e) Aiming to be a community church? 	DB will discuss best communication options to consult with EM.

Suggestions from congregation as shown below



Recessed CROSS (LIT UP) ~1inch deep for lights



Recessed CROSS (NOT LIT UP)



Recessed CROSS (NOT LIT UP) with Projector screen on



**Recessed CROSS (NOT LIT UP) with Projection by short throw projectors,
Removable Baptismal hand rails can be installed when needed.**



Full scenes projected onto walls for doing dramas, showing videos, VBS scenes, etc.



1. Cross as a faux skylight or incorporated into the ceiling design as an architectural feature



a) Backlit stretched fabric gives illusion that sky light is coming through and that the hole extends upwards to the outside.

b) Functional as it offers soft lighting to the stage

c) As it is a multifunction room, this element of the cross will never be covered and will always be a focus.



2. TVs & Speakers

- a) White Speakers to blend in more and match colour scheme, position moved to the white walls to not conflict with wood panels.
- b) TVs removed as the back wall acts as a large screen in which portions can be used depending on the needs of the event
- c) Projector screen may not need to be installed as the wall is the screen if painted with projector paint.





Half screen during worship