

ST. ANNE'S CHURCH CLEANING (FALL & SPRING)

Cleaning Date:	Wednesday October 14, 2026	Chair:	Dawn Guetter	Co-Chair:	Brooke Guetter
Attention All: • Please bring pails, rags, scrub brushes, ladders, vacuums with attachments, extension cords, etc. If unable to work, please ask a family member or find a sub to work for you. THANK YOU!! :) • Before cleaning, read Master list in kitchenette area of gathering space for detailed list of cleaning jobs and cleaning products to be used in each area. Example: Murphy's Oil Soap, vinegar & water, Stainless Steel Cleaner, Toilet bowl cleaner, etc. Supplies will be out in the gathering space. • If you're doing your job early, please circle your name and what you did on the Master List posted in the kitchenette area of the gathering space. Please note that all cleaning must be done by Thursday, October 15 at 8:00AM due to the church being reserved for a wedding/prep.					

Church Upper Level

Carrie Bliss Haley Bierl Shannon Anderson	5:30 P.M.	Dust ALL Stained-Glass Windows, Stations, Crosses, Statues. (Damp wipe windows in Spring with <u>distilled water</u> on inside only) Use Swiffer duster to dust stations, crosses on wall and big statues. Please, BE CAREFUL not to damage the fragile stations and statues.
Linda Baune	5:30 P.M.	Clean Sacristy (east of Sanctuary) entire room. Wash walls, windows (inside only). Wash all wood including doors (both sides) and frames, tables, chairs, cabinets with Murphy's Oil Soap. Wash all counter tops, etc. Vacuum seats and floor.
Lisa Rothmeier	5:30 P.M.	Clean Reconciliation room (west of Sanctuary) entire room. Wash walls, closets, and windows (inside only). Wash all wood including doors (both sides) and frames, tables, chairs, with Murphy's Oil Soap. Vacuum seats and floor.
Miranda Hadley	5:30 P.M.	Wash all wood on pews, kneelers, chairs - <u>East</u> side. Wash kneelers and pew using Murphy's Oil Soap.
Tiffany Guetter	5:30 P.M.	Wash all wood on pews, kneelers, chairs - <u>West</u> side. Wash kneelers and pew using Murphy's Oil Soap.
Marki Casey Sara Burns Casey Jo Boerboom	5:30 P.M.	Dust & clean altar, podium, tabernacle, organ, piano, curio & remove wax and spots from seats & carpets. Use glass cleaner with "NO AMMONIA" to clean brass on altar, podium, etc. Use Murphy's Oil Soap on ALL wood on altar, podium, tabernacle, organ (inside <u>but no keys</u>), piano. Remove wax from carpet using brown paper bag and hot iron. Remove spots from seats and carpet using club soda only. DO NOT clean unless absolutely necessary.
Kristen Altermatt	6:15 P.M.	Crevice tool pews, around base of pew on floor, chair seats & along wall - West Side (bring vacuum/crevice tool).
Margaret Fennern		Use your own vacuum cleaner with a crevice tool.
Rebecca Daub	6:15 P.M.	Crevice tool pews, around base of pew on floor, chair seats & along wall - East Side (bring vacuum/crevice tool).
Erin Dahmes		Use your own vacuum cleaner with a crevice tool.
Chris Pitzl Amy Dolan	6:15 P.M.	Dust & clean wainscoting, Southeast, and Southwest wooden entrance doors (both sides) & frames and baseboard (back of church). Use Murphy's Oil Soap on ALL wainscoting.
Kolette Duscher Lisa Dudgeon Janice Baune Ann Doubler	6:45 P.M.	Wash walls & windows in Southeast entries to Basement floor & Southwest entry. Clean, vacuum, wash walls & windows, scrub steps to <u>basement floor</u> . Use Vinegar & water.
Kimberly Frank Stephanie Fladhammer	6:45 P.M.	Vacuum carpet. In the body of church.
Dianne Jenniges	-	Launder & mend albs, cassocks. Wash in cold water. Iron server albs only as needed.

GATHERING SPACE

Paula Guetter Laura Guetter Janelle Goblirsch Brittany Goblirsch Rhonda Froehlich Dana Frericks Janelle Baune	5:30 P.M.	Windows & Frames: Both Entry frames & windows, dust blinds & drapes, lamps, plants, pictures, walls. Wash all windows & framing in gathering space and entries. Wash the south entry windows. Spring Only - Wash windows outside as well of even years - Take down and wash drapes and blinds.	Spring
Casey Leopold Amber Kodet Marcia King	5:30 P.M.	Vacuum and dust furniture, wash tables and coat racks by bathrooms. Use furniture attachments only to vacuum furniture. Dust tables & wood portion of chairs with cloth furniture polish. Please be careful not to get furniture polish on chair fabric.	
Vicki Irbeck Clara Irlbeck Sabrina Lensing Alonna Baune Lorna Plaetz	5:30 P.M.	Wash Walls (include down & up steps) & Clean all wood trim. Wash all wood trim, including handrails, doors, archways, mop boards, sills, etc. with Murphy's Oil Soap. Wash walls in gathering space with vinegar & water.	
Jill Mahlow Melissa Kidrowski Sue Huhnorkoch	5:30 P.M.	Clean kitchenette & bathrooms. Wash all surfaces, sinks, wipe out cupboards as needed, and clean the two bathrooms (wash walls, counters, sinks, lights with vinegar & water). Use window cleaner on mirrors. Sweep and scrub floors.	
Nancy Frank	6:00 P.M.	Vacuum carpets, rugs, top landing & elevators. Vacuum area rugs, top landing, steps, and elevator. Wash walls and light in elevator. Dry carpet clean as needed.	
Jolene Irlbeck Janel Frank Jenna Jacoboson	6:30 P.M.	Sweep and Mop gathering space floor.	
Nicole Plaetz	6:30 P.M.	Sweep and scrub steps to basement and use a scrub brush for black shoe marks. Use vinegar & water on steps. <u>Not</u> chore boy.	

CHURCH BASEMENT

Megan Veenstra Tina Snider Ashley Altermatt Katherine Schwarz	5:30 P.M.	Wash Walls (also to Elevator), Windows, Posts & Dust Pictures in Hall. Wash all windows (inside and outside in Spring; inside in Fall). Also wash/wipe off the windowsills. Dust pictures.	
Kacy Stolp Krissy Schroepfer	5:30 P.M.	Sweep Ceilings, Wash Light Fixtures Wash Air Vents & Furnace Vents. Sweep all ceilings in kitchen area, dining, and elevator area (outside fluorescent light panels). Clean furnace vents in ceiling in kitchen. Wash cold return air vents in wall by serving area.	
Jolene Samyn Ann Schiller Dianne Schroepfer Jill Schunk	5:30 P.M.	Wash kitchen walls, doors, Cupboards and White Refrigerator in Kitchen Area. Wash all walls in this area with scrub brush or nylon netting. Wash white refrigerator inside and outside (do not wash stainless steel refrigerators used for school hot lunch program). SPRING: Wash cupboards inside and outside. FALL: Wash outside of cupboards.	
Michelle Salfer Kylie Salfer Marsha Salfer Kelly Salfer	6:00 P.M.	Wash All Tables, Folding Chairs and Highchairs (tops and bottoms). Wash all tables and folding chairs, including extras on racks in the closet & near the elevator. Use vinegar & water.	
Carla Trost	6:00 P.M.	Clean off stains and lipstick from coffee cups, use Magic Eraser	

Andrea Samyn Sheila Salfer	6:15 P.M.	Clean Two Middle Ovens and all Racks Spray and clean using oven cleaner on the two middle ovens only - do not clean any stovetops. Please use the oven cleaner provided by Kathy - it will be on the kitchen counter next to the microwave. Scrub all racks in sink in furnace room.
Wendy Rohlik Megan Rohlik Deb Rohlik Bobbi Riley Corey Remiger	6:30 P.M.	Wash Walls in Dishwasher Room and Serving Area, All Stainless Steel, Cupboards, (Plate, Serving & Hot Lunch Cart) in Serving Area & Wastebaskets. Wash all walls in this area with scrub brush or nylon netting. Use vinegar water on non stainless steel areas. Use Easy Off Stainless Steel cleaner on stainless steel by dishwasher area only. Use Bar Keepers Friend for sinks. (Not serving area) Wipe off hot lunch cart. (Wash cupboards inside & outside in Spring) (Wash outside of cupboards only in fall) Wash wastebaskets (serving, dining & kitchen) inside & out.
Colleen Remiger Melissa Ramsbacher Cathy Altermatt	7:00 P.M.	Sweep then Scrub Kitchen, Serving Area and Dishwasher Area Floors. Sweep the floors including under the serving carts and sinks. For scrubbing, use the blue mop heads in the storage room adjacent to the serving area.
Katie Prokosch Paula Pohlen	7:00 P.M.	Basement Bathrooms. Sweep floors and ceilings. Wash walls & doors. Scrub sinks, toilets, floors with vinegar & water. Use toilet bowl cleaner for toilets. Use window cleaner for mirrors. Scrub floors.