

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

Cleaning Date: **Monday April 27, 2026**

Chair: **Laura Guetter**

Co-Chair: **Dawn Guetter**

UPSTAIRS & GATHERING SPACE

Corey Remiger Brooke Guetter Kristen Altermatt	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.
Lisa Rothmeier	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.
Melissa Kidrowski	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.
Margaret Fennern	5:30 P.M.	Wash all wood on pews, kneelers, chairs - <u>East</u> side. Wash kneelers and pew using Murphy's Oil Soap.
Katie Prokosch	5:30 P.M.	Wash all wood on pews, kneelers, chairs - <u>West</u> side. Wash kneelers and pew using Murphy's Oil Soap.
Paula Guetter Kacy Stolp Michelle Salfer	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
Kolette Duscher	6:15 P.M.	Crevice tool pews, around base of pew on floor, chair seats & along wall - West Side (bring vacuum/crevice tool). Use your own vacuum cleaner with a crevice tool.
Vicki Irlbeck Stephanie Fladhammer Rhonda Froehlich	6:15 P.M.	Crevice tool pews, around base of pew on floor, chair seats & along wall - East Side (bring vacuum/crevice tool). Use your own vacuum cleaner with a crevice tool.
Janelle Baune Casey Jo Boerboom	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.
Janelle Frank Rebecca Daub Janice Baune	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. Vacuum carpet.
Jolene Irlbeck Sue Huhnerkoch	6:45 P.M.	In the body of church.

Dianne Jenniges - **Launder & mend albs, cassocks. Wash in cold water. Iron server albs only as needed.**

GATHERING SPACE

Stacy Mathiowetz	5:30 P.M.	Windows & Frames (inside) both Entry frames & windows dust blinds & drapes, lamps, plants, pictures, walls.
Shannon Anderson Ann Doubler Erin Dahms Sabrina Lensing Coleen Remiger (Joe) Marki Casey		Wash all windows & framing in gathering space and entries. Wash the south entry windows. (Take down and wash drapes and blinds in Spring of even years).
Cathy Altermatt Nicole DePrez Carla Trost	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.
Kimberly Frank AnnShiller	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.
Sue Rohlik Janelle Goblirsch Tina Snider	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.
Tiffany Guetter Lorna Plaetz	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.
Kylie Salfer Haley Bierl	6:30 P.M.	Sweep and Mop gathering space floor.
	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.

PARISH HOUSE

Margaret Palan (flexible with time - 507-430-6053)
Dana Frericks
Milissa Ramsbacher
Sheila Salfer

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 notify your job partner to work out who will be doing what AND circle your name and what you did on the Master list posted in the kitchenette area of the gathering space.

CHURCH BASEMENT

Amy Dolan Marsha Salfer Brittany Goblirsch	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.
Ashley Altermatt Carrie Bilss	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.
Clara Irlbeck Chris Pitzl Casey Leopold Jill Mahlow	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.
Paula Pohlen Krissy Schroepfer Marsha King Andrea Samyn	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.
Lisa Dudgeon	6:00	Clean off stains and lipstick from coffee cups, use Magic Eraser
Sara Burns Bobbi Riley	P.M. 6:15	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.
Dianne Schroepfer Jolene Samyn Alonna Gemmel Kelly Salfer Jill Schunk	P.M. 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.

Nancy Frank
Amber Kodet
Wendy Rohlik

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.

Deb Rohlik
Linda Baune

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.
