

United Evangelical Church School

EAST AVENUE and DILLON STREET
BALTIMORE, MARYLAND 21224

October 15, 1993

TO: Church Council Members

RE: Carpet for Church School Building

The Church School is recommending the carpeting of the following rooms which are currently utilized for Church School on Sundays (Listed by priority):

1. LOWER JUNIOR DEPARTMENT (#400)	\$ 1053.91
2. PRIMARY DEPARTMENT (#302)	974.61
3. NURSERY/KINDERGARTEN DEPARTMENT (#300)	855.69
4. CHURCH SCHOOL OFFICE (#301)	249.30
5. HALLWAY (3rd Floor)	399.50
6. LIBRARY (#200)	408.00

TOTAL APPROXIMATE COST, \$ 3941.01

The costs are based on an estimate we received from Lou Jenkins several months ago and we realize that the actual costs may vary from the original estimate. The Church School is prepared to bear the entire cost of this project; however it may be necessary to borrow up to \$2000 from the Church until January 1994 when we have a Certificate of Deposit which comes due!

We are not recommending that carpet be installed in Fellowship Hall which is used by the scouts, nor are we recommending that carpet be installed in the large room (with partition) on the 4th Floor until such time as a determination is made as to its utilization.

As we would like to have this project completed prior to Christmas (preferably Tinsel Sunday), we are requesting that you consider and approve this proposal as quickly as possible.

Thank you for your consideration in this matter!

OK *Harvey or Jacob Cass Young*

W. M. Walker

[Signature]

G. W. Foyner

Charles Carrigan

c: Pastor Robert Armstrong
Carol Borkman
Pat Jenkins
Ella Brooks
Fred Long

Sincerely,

Clarence Rowell

Clarence Rowell
Superintendent

J. Edwin Myers
J. Edwin Myers
Treasurer