

## PROPERTY COMMITTEE

### Proposed revisions requested by Andy Nicely, Chair

The Property Committee shall consist of at least ~~nine~~ **seven** members. Membership consists of a 3-year term, ~~with three members rotating off yearly.~~ **with no** limit, based on the church's needs. The Chairman and Vice Chairman are not limited to 3-year terms but shall serve consecutively due to the nature and complexity of the workings of the church. The committee shall meet once a quarter to review any work or repairs that are not an emergency, as well as plan for future renovations. In the event of an emergency, the committee will communicate with each other via text messages, email messages, or in-person meetings.

### RESPONSIBILITIES:

- A. ~~To provide and maintain the property, building, and equipment needed by the church in its total ministry.~~ **maintenance and repairs for the church buildings and grounds, including snow removal, trash collection, recycling, small repair jobs, and clean-up after events.**
- B. **To maintain equipment needed by the church in its total ministry.**
- C. ~~To be responsible for the safekeeping, protection, maintenance, and repair of the buildings, grounds, operating facilities, and attached equipment including heating, cooling, and lighting.~~ **and protection of the operating facilities and attached equipment including heating, cooling, and lighting.**
- D. To see that all the equipment is properly operating.
- E. To make recommendations or take actions should an emergency necessitate, regarding the replacement of worn-out items of equipment, landscaping and care of grounds, maintenance of safe conditions, and parking facilities.
- F. **To provide input on requests for the use of the church's buildings, including a review of what is needed in terms of building layout, housekeeping, whether the building can handle the event, the logistics of parking, and whether an event may displace a current program. The Chairman shall discuss these items first with the person requesting the use of the church, then seek input from the committee.**
- G. To make recommendations for necessary money to the budget committee.
- H. To maintain inventory of current church property each year.