

## **GROUNDS COMMITTEE**

Functions as a part of the *Church Business* task group.

Purpose: To maintain church grounds and to oversee the use and development of church land.

Responsibilities:

- Attend to routine matters concerning the care and improvements of the church grounds, with major project presented to the church for approval.
- Arrange for cleaning of grounds in spring and fall.
- Maintain the grounds. Oversee mowing of lawn and ballfield and maintain and repair all lawn care equipment.
- See that permanent signs on church property are properly maintained and kept up-to-date.
- Carry out recommendations from the church in regard to ground improvements.
- Periodically inspect the church grounds for needed improvements and maintenance.
- Any items costing more than \$500 shall be presented to church for approval, except in emergencies. In case of emergency situations, Budget/Finance Committee and Pastor shall be notified prior to purchase.
- Secure plans and bids on new projects. Secure bids only from qualified firms. If possible, secure minimum of three bids for each project.
- Assist in setting up grounds-related projects for groups or organizations.
- Maintain and update plot showing existing structures and specific land use areas.
- Develop master plan for future development and make available to congregation.
- Consider and recommend location for uses of land not included in current or future plans.
- Consult with the Building Committee about matters that may affect their responsibilities.
- Complete budget request forms as requested by Budget/Finance Committee.
- Recommend changes in regard to duties of this committee to Nominations Committee.
- Chair or designated representative shall attend church council meetings and church conference.

Approved in church conference 4-24-02