

FACILITIES COMMITTEE

Purpose: To ensure the facilities and properties owned by the church are maintained in proper condition.

Composition:

At least four members including the chair with two-year staggered terms.

Key Responsibilities:

- Ensure proper maintenance of the church building and the properties at 3046 and 3048 Minot.
- Oversee the weekly cleaning of the church building and the church office (3046 Minot).
- Arrange for snow & ice removal.
- Arrange for semi-annual thorough cleaning of the church building and church office.
- Arrange for lawn, tree, and flower care on church properties.
- Maintain list of regular tasks to be performed on the properties.
- Maintain the sound system.
- Open the church building no later than 9:30am on Sunday morning. Ensure entire building is locked up following Sunday service. Inform the pastor one month in advance of who will be opening / locking up each Sunday.
- Resolve maintenance issues.