

Facilities and Supplies Committee

Mission Statement: To direct the keeping of the grounds and building; provide all materials/supplies for church functioning.

Committee Structure:

Officers: Kept on file.

Minutes: Will be kept and posted in library by the secretary.

Voting: Unanimous

Reporting: Decisions will be emailed to Pastor and Deacons; minutes will be posted in the library.

- a. Ad hoc reporting: email to group members

Frequency: Quarterly or as needed

Records Keeping: Purchase goods if needed for church functioning. Receipt for goods with list of items to be placed in incoming file in secretary's office.

- a. Designated member will handle schedules for lunch, cleaning, and nursery.
- b. Designated member will oversee schedules for snow removal and landscape.

Meeting requirements: Pray, call to order, suggestions, discuss, vote, end in prayer.

Dissolving Committee Requirements: When the Rapture happens!

Aug. 15, 2016