

Faith Lutheran Church

Job Description

Property Committee

Responsibilities

The purpose of the property committee is to maintain the physical resources of the church to include the structure, furnishings and land. The committee reviews and obtains bids for contracts to include cleaning and lawn care. The committee is responsible for the physical security of the building to insure the door locks work properly, the fire alarm system is tested and that the insurance is appropriate for replacing part or all of the structure and furnishing if destroyed. The committee perfects repairs within the abilities of the congregation and contracts with vendors to perfect repairs requiring special tools, equipment or skill.

Duties

The chairperson is the point of contact with the congregation and staff to who requests for repairs can be made. The chair person's roll is not to make the repairs but coordinate other members of the congregation to assist in these repairs. Through the time and talent sheets completed by the congregation, skill sets can be identified of willing congregates to perform tasks such as plumbing, electrical, painting, carpentry and lawn care.

Event and Activities

- Spring Clean up
- Fall Cleanup

Sources

- Alan Ferguson – Property 2010
- Frank Delar – HVAC and previous property chair
- Charles Dowdy – Metal and Wood fabrication
- Arlan Ferguson – Electrical
- Bob Black – All things growing (Trees and Bushes)
- Al Whitener – Heavy Equipment
- George Garlow – handy repairs

Contractors

- Cleaning – JaniKing Mr. Parker (757)814-7128
- Lawn – Ralph Ownes (757) 483-5171
- Fire alarm – Diebold (757) 548-2641 Service Coordinator