

Policy for Care and Tending of Saint Nicholas Lutheran Church Property

(8/30/04 Revision)

Mission:

Saint Nicholas Lutheran Church buildings and grounds are dedicated to the glory of God, the beauty of His creation, and His love, redemption, and continuous preservation of the universe given to us and those we lovingly remember. The care and tending of this property aims to maintain and enhance:

- The ability to further Christian ministries,
- The beauty of our grounds and buildings, in order to draw the community and ourselves into Christian involvement, and
- The evidence to all of how we care for ourselves and others.

Structure:

Several groups, teams, and ministries have taken on the care, development, and maintenance of our buildings and grounds since the congregation moved to its present location. It is the intent of this policy document to more clearly define those areas of responsibility and to give authority to continue the care and development of our church's facilities in the spirit of the mission above. The distinct areas of property for which groups have assumed responsibility and for which they are given authority include:

- **Buildings** (permanent, modular, and connecting decks), parking lots, walkways - Building/Property Committee [Ministry of Administration]
-
- **Green areas** (all open areas, including the Memorial Gardens) -- Lawn and Garden Club [Ministry of Administration]
-
- **Outdoor Center** (the developed wooded areas) – [Ministry of Evangelism and Outreach]

The groups who care for our church property are made up of volunteers who have organized their teams in ways they believe are best suited to care for and manage the physical areas for which they have assumed responsibility. While they should continue to structure their teams in ways that best enables them to carry out their functions, each group operates within either the Ministry of Administration or the Ministry of Evangelism and Outreach, and should communicate with the sponsor(s) of its ministry to report non-routine activities and initiatives, to plan for budget and other resource needs, and to receive additional comments and suggestions about the work it does.

Church members or groups that plan activities that could affect the care and tending of church property should get the approval of the responsible group. Any damage to property should be reported as soon as possible to the appropriate group.

Coordination:

Overall coordination of all areas of property will be guided by the Property Coordinator (the Building and Property Chair, unless otherwise designated by Church Council).

Plans and developments (not routine or trivial maintenance tasks) impacting church property shall be reported to the Property Coordinator, ministry sponsors, and Church Council in timely manner.

Whenever tasks or plans involve (or could possibly involve) more than one property area, responsible groups may work together to clarify roles and develop the project. The Property Coordinator shall resolve or refer differences to Area of Administration Sponsors, Pastor, and Council President if needed.

Recognized Areas of Responsibility -- Buildings:

See Building Use Policy.

Recognized Areas of Responsibility – Green Areas:

The Lawn and Garden Club shall have the authority and responsibility to design, manage, administer, care for and authorize plantings in all green areas (including the Memorial Gardens) of Saint Nicholas Lutheran Church with the exception of the Outdoor Center as defined below.

Recognized Areas of Responsibility – Outdoor Center:

The Outdoor Center is defined as the Outdoor Worship area, the Outdoor Picnic grove, and the Meditation Center area, located inside the tree lines in which they were developed, together with the entrance planting beds and existing steps and pathways connecting these areas. Management, maintenance and further planning and development of the Outdoor Center within this definition shall be the responsibility of and under the authority of the Ministry of Evangelism and Outreach.