

Board of Trustees

Chair: Chuck V.

FREQUENCY		RESPONSIBILITIES
1	As Required	Maintenance, repair, replacement, expansion, improvement, and operation of the physical plant of the church.
2	As Required	Holding of investment property, except for wills and bequests property, and reinvestment, control, and management of such property as they deem best for the benefit of the church.
3	1/Yr	Initiation and maintenance of church property-related and liability insurance policies, including bonding of all persons entrusted with church monies.
4	1/Yr	In the case of an extreme emergency situation, the Moderator, the Chairs of the Board of Trustees and Stewardship Ministries, the Business Manager, and the Senior Pastor shall authorize appropriate actions and expenditures.
5	1/Yr	Provide annual evaluation of support staff (including custodial, clerical, and administrative support) in consultation with the Pastoral & Staff Relations Committee and the Business Manager.
6	As Required	Be responsible for the hiring or termination of support staff after consultation with the Chair of the Pastoral & Staff Relations Committee, the Senior Pastor, and Business Manager.
7	1/Yr	Review and revise, as appropriate, the benefits and salaries of all support staff on an annual basis, in consultation with the Chair of the Pastoral & Staff Relations Committee and Business Manager
8	1/Mo	Conduct a monthly meeting

Hrs/Wk

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