

# **UUTC Leaders**

## Description of Committees, Projects, and Leadership Activities 2007 – 2008

### **BUILDING USAGE**

Meeting Date and Time

Third Wednesday, 10:30 am

#### **Purpose and/or Mission Statement**

To assure that the UUTC building and grounds are well and maximally used by both UUTC and non-UUTC users in a manner consistent with our UUTC values, and in ways that protect our assets for UUTC's long term use.

#### **Duties/Focus of Committee**

- Draft and present to the UUTC Board for their approval a Building Use Policy that allows the maximum appropriate use of the UUTC facilities consistent with our UU values and the protection and proper maintenance of these assets; recommend updates and amendments to this policy as appropriate.
- Receive and review requests for non-UUTC usage of the property from members, friends, and the community to assure they are consistent with UU values and are appropriate to our standing as a tax-exempt religious organization and would reflect positively on UUTC as a host. Set or waive usage fees for these users within the guidelines approved by the Board. Collect and forward to the Treasurer all fees assessed for usage.
- Participate in maintenance of the UUTC Master Calendar to assure that all users, UUTC and non-UUTC, are scheduled to assure quality usage experiences.
- Arrange for the weekly cleaning of the facilities, for recycling, and for the purchase of appropriate building supplies.
- Liaison with other Building committees as appropriate to assure that the property is maintained currently and for the long term and always used in a proper manner.

#### **Subcommittee Assignments**

These generally fall along the lines of the five areas listed above.

#### **Individual Assignments**

Same as above.

## Personal Interest/Skills Needed

- Full knowledge and understanding of UU values
- Understanding of UUTC's structure and activities
- Positive outlook on community dynamics and non-profit needs

## Committee's greatest accomplishments

Completely accommodating the usage needs of UUTC and its members and friends while also hosting outside organizations with values compatible with our values.

## Joys of being on the committee

Our facilities are not multi-user friendly due to our size, and the fact that we have been able to host so many community meetings and events gives us real pleasure.

Approximate hours per month 2-5

Updated

May 2007