

SCM Site Committee

- I. **PURPOSE:** This committee is asked to reflect wisely on the Meeting site and to provide the Meeting with short and long range planning proposals toward obtaining of a stable “home site”.
- II. **RESPONSIBILITIES:**
 - Evaluate potential sites for purchase by the Meeting;
 - Seek out and evaluate potential partners in the use and finance of such a site;
 - Research the types of properties (schools, churches), as well as parameters (zoning, use permits), that could work for our Meeting;
 - Evaluate potential sites for purchase by the Meeting;
 - Together with Finance Committee, assist Corporation officers with oversight and execution of the financial and legal steps of any site related decisions made by the Meeting;
 - Review and oversee Site Contingency Fund jointly with Finance Committee, solicit contributions to the Site Contingency Fund;
 - If there is a need, seek out and evaluate potential interim rental sites;
 - Develop and maintain a collection of documents related to the committee’s work and make them available on the library cart and on the Strawberry Creek web site, with access limited to members and attenders;
 - Read and respond to Advices and Queries as directed by Worship and Ministry Committee and present a response to Meeting for Business.

The Clerk serves as a member of the Strawberry Creek Monthly Meeting Corporation Board and shall perform all duties required by the Bylaws of the Corporation. Required regular Board Meetings are held annually during Strawberry Creek’s May Meeting for Business, and decisions are arrived at by the Board under the guidance of Spirit.

- III. **TERM, DURATION & QUALIFICATIONS:** This committee should be comprised of around five. Members and active attenders of Strawberry Creek Friends Meeting who will serve for one year beginning in June. Helpful qualifications for committee members include breadth of experience in Meeting as well as interest, skill and experience with prior site committees, First Day School Committee, data analysis, real estate, and/or presentation skills. The committee is to meet once each month or as necessary. Liaison with Finance committee would be helpful.
- IV. **REPORTING:** Reports to Meeting for Business. Recommend to the Meeting for its consideration sites and partners that the committee deems particularly interesting.

Communicate progress made towards executing any site decisions made by the Meeting.

Revised 5/06