

First Unitarian Universalist Church Arts & Aesthetics Committee Charter Spring 2014

Inspire Care Act . . .

The First Unitarian Universalist Church of Indiana, PA is a religious community grounded in love, support and acceptance. We commit to

- Inspire and nourish the personal spiritual journey
- Apply the values and principles of Unitarian Universalism in our living
- Promote compassionate and responsible thought and action in the world

The Board asks that all committees keep the mission of the church in the forefront of all they do. In order to ensure that our mission is the focus of our work, we ask that the mission is used in all reports to the Board. For instance, since your committee's last report to the Board (month, quarter, annual) how has your committee inspired the congregation, how are our principles guiding your work, how have you cared for each other or the larger community, what actions have you taken.

All non-elected committees are originated by the Board of Trustees and are accountable to the Board. A Committee Chair is appointed bi-annually by the President of the Board. In accordance with church bylaws, Committee Chairs may not serve more than two consecutive two-year terms (although may remain on a committee indefinitely).

As stated in the bylaws, the committee shall:

By two weeks prior to the annual meeting, provide a written summary report (using the above-mentioned reporting format) of all activities of the committee over the past year and major plans for the upcoming year. These reports will be included in the Board's Annual Report to the Congregation.

Annually, provide the Finance Committee with projected budgetary needs for the upcoming year.

- **It is the responsibility of outgoing Committee Chair to give this charter to the new incoming Chairperson along with all files (paper and computer) which may assist them in their responsibilities**
- **Assist the new Chairperson, with help from your Board Liaison with transition**
- **Share all committee activities that may have positive PR news with the Membership Chair**

Purpose: The Committee is responsible for maintaining a welcoming, positive and spiritually uplifting appearance in our church building and on our property. Understanding the many diverse concepts of "positive and welcoming", the committee will work closely with the minister and affected committees and individuals in their work. Permanent structural changes must be approved by the Building and Grounds Steering Committee. All changes that affect the whole congregation must be approved by the Board of Trustees.

Functions and Responsibilities:

- Select a representative to be a member of the Bldg. & Grounds Steering Committee
- Maintain rotating art exhibits throughout the regular church year in our sanctuary.
- Continually work on permanent projects that add to the aesthetics of our building and grounds and at the same time involve our community.
- Work within the budget allocated by the congregation.
- Determine meeting frequency, schedule and calendar.
- Recommend placement and artistic appearance of signs in the building and on the grounds.