

# **ADMINISTERING COMMISSION**

## **2016 Annual Report**

The Administering Commission is responsible for overseeing the care of that which has been entrusted to the congregation and managing the financial and business affairs of the congregation. In fulfilling its mission, the Commission and associated task force members addressed a variety of issues. The Commission members who served during 2016 were Terry Domm, Steve Johnson, Claudia Lever, Mike Lorenz and Pat McMillan.

The Administering Commission goals for the current year were:

- Maintain and care for church property
- Continue to upgrade the facilities
- Provide oversight of the financial health of the congregation

Highlights of the 2016 activities are as follows:

### **Facility Improvements**

Several major facility improvements were accomplished during 2016. Included were:

- Upgrade of the computer system to include three new computers, a new server and associated software.
- Installation of new ornamental railings for the Memorial Garden and at the rear entrance.
- Telephone system replacement with a wireless system.
- Contracted for landscaping improvement and maintenance services to include pruning, mulching and weed removal.

### **Planned 2017 Improvements**

The Commission continues to focus on and plan for accomplishing facility improvement as funding permits. Included in the list of items under consideration are the following:

- Replacing windows with damaged mullions in the educational wing is a current priority.

- Evaluate the combination of some of the classrooms upstairs to create an additional large multi-use space to accommodate changing space needs.
- Modernizing, refreshing, and decorating areas showing wear or needing attention in order to present an attractive and welcoming environment.
- Technology upgrades including improved access to and viewing of Internet resources.

Congregation suggestions for facility improvements are welcomed.

### **Property**

The Property Task Force continues to keep the building and grounds in excellent shape. This group works diligently in the background, tending to a long and never ending list of projects to maintain, repair and improve the physical facilities. Rick Rawl serves as chair of this group and has ably coordinated the many property activities. This important task force always welcomes new members. Tasks are typically of short duration and can be worked at the participant's convenience.

Submitted by Terry Domm