

# Property Management Commission

## Recent activities of the Property Management Commission

Replaced the carpet in the  
rectory and parish hall guest  
room

Cleaned the carpet in the  
church and Parish Hall

Replaced the organ  
humidifier and drain pipes

Installed new CO2 detectors  
in the church, rectory and  
office

Handicap entrance sidewalk  
widened

Restoration on Stain Glass  
windows

Painted an office and  
hallway in the parish office  
building

Kneeler pads replaced on  
pews

The Property Management Commission meets monthly to discuss what actions are to be taken in order to maintain and improve church properties. This commission keeps a watchful eye on the church grounds and buildings. Its goal is to keep St. Mary's attractive, safe and in excellent condition.

## Responsibilities of the Property Management Commission

Maintain church, Rectory, Parish office and grounds

Trim trees on church property

Repair stained glass windows in the church

Clean and replace carpeting in church and rectory as needed

Check and replace fire safety equipment

Maintain and repair pipe organ

Coordinate services to clean the church, parish hall and parish offices

Seasonal grounds maintenance  
( planting, mowing, trimming, leaf raking, snow and ice removal )

## Ways to Assist the Property Management Commission

Plumbing

Carpentry work

Electrical work

Painting

General Repair

Landscaping

Brick work

Concrete work

Carpet cleaning

Window cleaning

Snow and ice removal

Grounds keeping

Annual grounds cleanup  
events (spring and fall)