

## Commons Committee Charge

A *commons* is a term for a shared resource belonging to a community in which each member has an interest and a responsibility. It is a way to manage a collectively-owned resource. Commons can also apply to the community itself that works best when there is strong group identity and sense of purpose; fair and inclusive decision making; and rules that can be modified by users.

### **Mission:**

1. To foster a shared understanding that the Bloomington Friends Meeting (BFM) Meetinghouse and grounds are *commons* in which all of us share a responsibility in their use and care.
2. To gather rules and practices pertaining to the stewardship of the Meetinghouse and grounds from committee clerks and officers, which will be organized and made available to the Meeting.
3. To oversee the use of the Meetinghouse and grounds by outside (non-BFM) users.

### **Duties:**

1. The committee fosters a shared understanding who does what, where, when, and how in the management and stewardship of the Meetinghouse and grounds.
2. The committee gathers the pertinent rules and practices of BFM committees and members that pertain to the management of the Meetinghouse and grounds.
3. The committee oversees the internal and external use of the Meetinghouse and grounds. It provides use guidelines, meets with potential users, provides contracts for users to sign, collects and files insurance policies from outside users, and updates the Checkout List when necessary. The committee coordinates with the Clerk of Maintenance, Buildings, and Grounds Committee to provide a key to users.
4. The committee directs the Use Coordinator, who consults the calendar for availability and communicates scheduled events to the website/online calendar coordinator. (The Use Coordinator may be either a member of the Commons Committee or an *ex officio* member.)
5. The committee organizes the information into a manual (both digital and paper formats), making it available and openly accessible to all members and attenders of BFM. The purpose of the manual is to assist in communal management of the Meeting's buildings and grounds as shared community resources.

6. The committee meets periodically (e.g., annually) with the Meeting's committee clerks and officers to share information and to review changes and updates of the manual. The committee maintains the manual and provides updates as needed from committees or individual members.
7. The committee actively fosters ongoing communication and collaboration among members of our BFM community in regard to stewardship of our shared resources.
8. The committee researches best practices of similar organizations to propose seasoned recommendations for rules or guidelines for use of the Meeting property consistent with our values as Friends.
9. The committee confers with the Ministry & Counsel Committee to establish and implement best practices during pandemics and other situations that require adjustments to Meeting practices by members.

**Term and Dates of Service:**

Starts July 1 and ends June 30; may be reappointed annually.

**Selection Process:**

Nominated by the Nominating Committee and approved by the Monthly Meeting.

**Membership:**

4-5 members open to both members and attenders

**Coordination Required:**

When decisions are made about emergencies decision-makers should contact the Commons Committee so that non-BFM-users can be informed.

**Budget Considerations:**

The Clerk will submit a budget request to the Clerk of the Property & Finance Committee by the last day of September each year.

Approved 6/19/2022.