

Grounds and Fields Committee Guidelines

July 12, 2004

The purpose of the Grounds and Fields Committee is to make decisions on all aspects of the fields in all locations. Responsibilities shall also include the purchasing and contracting of field related items such as fertilizer, landscaping services, sanitation services, paint and other related items. The chair, committee and division coordinators will meet twice per year to decide, by a majority vote, the field usage for each upcoming season. Prior to each season, a field usage proposal will then be presented to the entire board for approval.

1. **Members:** There will be a minimum of 3 and maximum of 5 working members at all times.
2. **Responsibility:** It is the responsibility of each member to oversee a specific area of responsibility. Grounds and Fields Committee tasks include, but are not limited to:
 - Field irrigation
 - Layouts and linings
 - Pick up and delivery of all nets on weekends.
 - Plan and implement, with the board's approval, all field improvements.
3. **Chair:** The Chair shall over see the entire committee and schedule all committee events.
4. **Committee Meetings:** Shall be held the second Monday of January, the second Monday of April and the second Monday of August. Division coordinators are to attend the January and August meetings. The committee reserves the right to determine the participants and number of participants that may attend a committee meeting.
5. **Budget and Spending:** The committee will provide a budget to the Treasurer no later than 30 days prior to the upcoming fiscal year. All necessary purchases over \$250 but less than \$1000, that are not covered in the Grounds and Fields budget, shall be presented to the club president or board of directors for approval. All necessary purchases over \$1000, that are not covered in the Grounds and Fields budget, shall be presented to the board or directors for approval. All purchases should be coordinated with the Purchasing Agent.