

## **The charter of the (main) Jain Center Committee**

- Responsible to the General Body and the Executive Committee of JSGC
- Manage the project to build the JSGC Jain Center at the Richfield site in its entirety.
- Coordinate activities of all sub-committees. Form/dissolve sub-committees as necessary.
- Create guidelines and controls for managing fund raising and expenditures.
- Report project progress to the JSGC Executive Committee and the General Body on a regular basis.
- Responsible for communication with outside communities (e.g. Richfield township, others)
- The Committee will remain in place through the entire building project and up to six months after its completion to settle all contracts, payments and accounts related to the project. The committee, during its tenure, will also be responsible for the maintenance aspects of the Jain Center.

## **The charter of the Design Sub-Committee**

- Responsible for the design of the Jain Center – interior and exterior – with exception of the Ghabara itself. **Modified 6/12/06 – Responsible for the design of the Jain Center – interior and exterior – with exception of the interior of the entire temple (Ghabara plus rangmanadap) area and the Shikhar.**
- Determination of needed facilities, their size and location within the center.
- Choice of materials/colors, etc to be made in coordination with Engineering and Construction committee.
- The Design sub-committee reports to the (main) Jain Center Committee and will remain in place through the entire building project and up to six months after its completion to settle all contracts, payments and accounts related to the project, unless specifically dissolved by the (main) Jain Center Committee.

## **The charter of the Ghabara Sub-Committee**

- Responsible for the design of the Ghabara, Shikhar and related items. **Modified 6/12/06 – Responsible for the interior design of the entire Temple (Ghabara plus rangmanadap) area and Shikhar.**
- Choice of how many and which Murtis to be installed in the Ghabara and outside the Ghabara. Choice of Mulnayak Bhagwan and all related matters.
- Identification of Acharya Bhagwant for Margdarshan and seeking and interpreting their advice for application to our circumstances and needed.
- Will advise (Main) Center Committee on use of the Dev Dravya funds per the directions provided by the Acharya Bhagwant.
- The Ghabara sub-committee reports to the (main) Jain Center Committee and will remain in place through the entire building project and up to six months after its completion to settle all contracts, payments and accounts related to the project, unless specifically dissolved by the (main) Jain Center Committee.

## **The charter of the Engineering and Construction Sub-Committee**

- Responsible for managing all engineering and construction aspects of the Jain Center complex, including all permits, contracts, supervision of contractors, building process and related activities.
- Responsible for managing the bid process: soliciting, evaluating and awarding bids as appropriate.
- All Engineering, Construction and Architectural contracts will be handled by this committee.
- Work closely with the Design and Ghabara sub-committees to help create and then implement agreed upon designs.
- The Engineering and Construction sub-committee reports to the (main) Jain Center Committee and will remain in place through the entire building project and up to six months after its completion to settle all contracts, payments and accounts related to the project, unless specifically dissolved by the (main) Jain Center Committee.

## **The charter of the Fund Raising and Finance Sub-Committee**

- Responsible for raising/disbursing funds for the Jain Center Project.
- Create mechanism for getting pledges, collecting and disbursing funds. Envision and conduct fund raising events as appropriate.
- Manage the income and expenses in coordination with the (main) Jain Center Committee and the Engineering and Construction sub-committee.
- Maintain accounts of all funds related to the Jain Center Project. Provide timely reports to the (main) Center Committee, the Executive Committee and the General Body of the JSGC.
- The Fund Raising and Finance sub-committee reports to the (main) Jain Center Committee and will remain in place through the entire building project and up to six months after its completion to settle all contracts, payments and accounts related to the project, unless specifically dissolved by the (main) Jain Center Committee.

## **The charter of the Public relations Sub-Committee**

- To be the link between JSGC community and the (main) Jain Center Committee and its sub-committees.
- To help with any and all issues coming up within the community. Act in advisory capacity to the (main) Jain Center Committee and its sub-committees.
- The Public Relations sub-committee reports to the (main) Jain Center Committee and will remain in place through the entire building project and up to six months after its completion to settle all contracts, payments and accounts related to the project, unless specifically dissolved by the (main) Jain Center Committee at the end of the project.