

SOUTHEAST, INC.

Area: Board of Directors
Subject: Building and Grounds Committee

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BUILDING AND GROUNDS COMMITTEE (AD HOC)

PURPOSE:

To describe the duties and responsibilities of the Southeast Board of Directors' Building and Grounds Ad Hoc Committee.

PROCEDURES:

The Committee will:

1. Convene at the call of the Chief Executive Officer, Chief Operating Officer, Committee Chairperson, or the President of the Board.
2. At the request of the President of the Board, Chief Executive Officer or designee, review, consider, and advise on matters pertaining to buildings and grounds leased, rented or owned by the corporation.
3. When indicated, participate in lease, purchase or other negotiations associated with acquisition of facilities and/or building and grounds with recommendations submitted to the Board.
5. Review and make available to the full Board appropriate reports on the status of buildings and grounds, and make recommendations as appropriate.

RESPONSIBILITIES:

Chief Executive Officer

Chief Operating Officer

Board of Directors Building and Grounds Committee