

Liberty Mills Church of the Brethren - Church Facility Use Policy

Facility Purpose Statement

The Church's facilities were provided by God's benevolence and the sacrificial generosity of its members. All Church property is consecrated and set apart to worship God (Col. 3:17), and therefore is to be used exclusively to glorify God and edify the Body of Christ. Although the facilities are not generally open to the public, the Church makes its facilities available to approved members and non-members on a case-by-case basis as a witness to its faith, in a spirit of Christian charity, and as a means of demonstrating the Gospel of Jesus Christ in practice. Please note that the definition of a member is defined in the membership policy

The Church's facilities may not be used for activities that contradict, or are inconsistent with, the Church's beliefs, as summarized in the Church's statement of faith. This restricted facility use policy is necessary for two reasons. First, the Church may not in good conscience materially cooperate in activities or promote beliefs that are contrary to its faith (2 Cor. 6:14; 1 Thess. 5:22). Second, the Church must present a consistent public witness to the community through its stewardship of its property. Allowing facilities to be used in a way that contradicts the Church's statement of faith would have a severe, negative impact on the message that the Church strives to promote and could cause confusion and scandal to Church members and the community. Therefore, only events that are consistent with the Church's religious beliefs, as determined by the Facilities Use Team in consultation with the pastoral staff, shall be permitted.

Approved Users

The Facilities Use Team must approve all Church facility use requests. Priority shall be given to Church members and Church-sponsored groups or activities.

In the Church's sole discretion, Church facilities may be made available to members and non-members or outside groups (henceforth will be the "User") meeting the following qualifications:

1. The User must affirm that the planned facility use does not violate the Church's faith and practice in accordance with its faith statement.
2. The User must submit a signed "Church Facility Reservation Request and Agreement" form to the facilities use team.
3. The User must agree to abide by the Church's rules of conduct for facility use, as stated below and as described in any additional instructions by Church staff.
4. The User must take responsibility for the facilities and equipment used.

Event Requests and Scheduling

Facility use requests shall be made to the Facilities Use Team by submitting the "Church Facility Reservation Request and Agreement" form. The event will be reserved and placed on the church calendar only when the Facilities Use Team approves the use. The user will receive a response within 14 calendar days.

passed by Church Council on August 11, 2022

LIBERTY MILLS CHURCH of the BRETHREN Facility Use Fees

1. Members of the Liberty Mills COB or Individual(s) that are not members of LMCOB who want to reserve the church building and or the church grounds are required to comply with the bylaws and Faith Statement posted in the LMCOB Constitution. Call LMCOB church for copies.
2. Members of the Liberty Mills COB, Individual or individuals wanting to reserve the LMCOB building and or grounds must contact the Facilities Use Team, 30 days prior to reservation date, allowing chairpersons time to assure there will be no conflict with church activities already scheduled.
3. Fees for reservation of LMCOB building and or grounds are as follows:
4. All church sponsored events are free of fees

Liberty Mills Church of the Brethren Member Facility Use Fees	
Facility Use	Fee
Use of Building and/or Grounds	
Janitor*	\$75.00
Kitchen**	
Sound System***	\$75.00

Liberty Mills Church of the Brethren Non-Member Facility Use Fees-	
Facility Use	Fee
Use of Building and/or Grounds	\$300.00
Janitor*	\$200.00
Kitchen**	\$200.00
Sound System***	\$200.00

* - All Facility Use events require the services of a janitor.

** - Extra fees will be applied if the kitchen is not returned to normal.

*** - Only authorized LMCOB people are allowed to operate the sound system.

Reserved use of facilities must be approved by the Facilities Use Team along with submitting a **“Church Facility Reservation Request and Agreement” form.**

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Use of Church facilities is subject to a security deposit of \$200, which may be waived in the facility use team, deacon, or pastor’s discretion. Church members are exempt from this fee because maintenance of the facilities is derived from member tithes and offerings. **All fees charged are for the express purpose of recovering costs associated with ministering to users by making our church facility available and not for the intention of making a profit.**

Facility Use Guidelines

1. Users may only enter and use those areas of the facilities that have been reserved.
2. Food and Beverages: allowed in kitchen/ fellowship areas only, except for communion in sanctuary
3. Alcohol: No alcohol may be served on church property except for communion wine.
4. Smoking is prohibited in any indoor Church facility.
5. Sex-specific changing areas, restrooms, and showers are to be used by members of the designated biological sex only.
6. Church equipment must be returned to original placement, unless arranged otherwise prior to the event.
7. All lights must be turned off and doors locked upon departure.
8. Abusive or foul language, violent behavior, and drug or alcohol abuse are strictly prohibited on church premises. Any person exhibiting such behavior will be required to leave the premises.
9. Only service animals will be permitted without prior approval.

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Church Facility Reservation Request and Agreement

Name: _____

Address:

Phone

Number:

Email:

Website:

Please state whether you are a:

- Church Member
- Church-Sponsored Ministry
- Non-Member
- Non-Member Group/Organization

For non-member groups, please state the organization's purpose and mission:

Requested date: _____

Requested time: _____

Describe the proposed
event/activity:

Estimated number of attendees:

Rooms needed (check all that apply):

- Sanctuary Chapel Classroom (#____) Kitchen Fellowship Hall Parking Lot
- Youth Barn

Equipment, room set-up, or A/V
needs:

Wedding Addendum:

The Church believes marriage to be a religious institution. All weddings held on Church property must conform to the Church's "Marriage and Wedding Policy," which is available upon request.

If you are requesting use of the Church's facilities for a wedding and/or wedding reception, please list the names and contact information of the bride, groom, and officiant:

Name of the Bride:

Name of the Groom:

Please list the name, contact information, and religious affiliation of the person officiating the wedding:

Please describe the marriage preparation counseling or training undertaken by the bride and groom:

I (the User) affirm that:

1. I understand that the Church does not allow its facilities to be used in a way that materially conflicts with its faith.
2. To the best of my knowledge, the purpose for which I am requesting use of the Church's facilities will not contradict the Church's faith, and I commit to promptly disclose any potential conflict of which I am aware or become aware of to Church staff.
3. I understand that the Church does not allow its facilities to be generally available to the public, and that my use of these facilities is subject to Facility Use Team approval, which is conditioned in part on my agreement to the requirements in the "Church Facility Use Policy," a copy of which I have read and understood.
4. I understand that I will be responsible for any damages to the Church facilities resulting from this proposed use of facilities.
5. I understand that the Church believes disputes are to be worked out between parties pursuant to Matthew 18 and 1 Corinthians 6, without recourse to the courts. Accordingly, I agree to attempt resolution of any disputes through Christian mediation.
6. User agrees to hold harmless, indemnify and defend Owner (including Owner's agents, employees, and representatives) from any and all liability for injury or damage including, but not limited to, illness, exposure to infectious/ communicable disease, bodily injury, personal injury, emotional injury, or property damage which may result from any person using the above described premises, its entrances and exits, and surrounding areas, for User's purposes, regardless of whether such injury or damage results from the negligence of the Owner (including Owner's agents, employees and representatives) or otherwise.

7. User agrees to be responsible for preparing for use and returning to the pre-use condition all areas of the premises which User will use, including entrances and exits.
8. User agrees to conduct a visual inspection of the premises, including entrances and exits, prior to each use, and warrants that the premises will be used only if it is in a safe condition.
9. This agreement may be canceled unilaterally by either party with 14 days written notice to the other party. In the event that Owner must cancel this agreement, User will be entitled to any deposit User has paid. However, in no event will Owner be liable to User for any lost profits or incidental, indirect, special, or consequential damages arising out of User's inability to use the above-described premises, even if Owner has been advised of the possibility of such damages.
10. User agrees that it will not assign any of its rights under this agreement, and any such assignment will void this agreement at the sole option of the Owner.
11. This document contains the entire agreement of the parties and supersedes all prior written or oral agreements relating to the subject matter.

User Printed Name: _____

User Signature: _____

Date: _____

-----**For Facility Use Team Member Use Only**-----

Facility Use Team Member Who Received Request (Printed)_____

Facility Use Team Member Signature: _____

Received Date: _____

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General Facility Use Policy:

Consistent with the church's sincerely held religious beliefs, sex specific locker room, restroom, changing room, and shower facilities may only be utilized consistent with the sex assigned at birth by God and not through gender identity or expression.

This policy is mandated by God's Word, which teaches the distinctiveness, complementariness, and immutability of the male sex and female sex. See Gen. 2 and Matthew 19:4.

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