



***Date Approved: Reviewed/approved November 16, 2009***

***Approved By: Bethel Lutheran Board of Elders .....***

## **POWER POINT SCREEN MONITOR PROPOSED USAGE**

### **Policy Statement:**

1. Power Point monitors will be located in high traffic areas of the church
  - a) In the intersection of both hallways on southeast end of the church.
  - b) An approved wall in the Narthex (foyer).
2. Power Point monitors will be on only during high traffic times in the church building (i.e. Sundays, Wednesday evenings, Thursday evenings or when directions for the location of events for those using the building are needed).
3. Power Point monitor will be used to inform people of:
  - a) Prayer requests before worship services, but not during the week.
  - b) Big events happening the day of worship or high traffic times (i.e. Elder meetings, quilters, LLL groups or events communicated other places).
  - c) Huge events, which will happen a week in advance.
  - d) Bible Study lists for the day.
  - e) Small Groups Bible Studies who are open for new people.
  - f) On high traffic evenings where there will be many people unfamiliar to the building and were to find the location of their event (such as orchestra).

The entire presentation of all items in the Power Point should last no longer than 60 seconds.

The message will be changed as needed. It will be administered to require minimal upkeep, less than one hour a week. Only approved personnel may input information into the computer to be posted.

Only approved announcements can be run, and the Senior Pastor has final say.

What it **will not** be used for:

1. News and notes from the bulletin
2. Fund raisers
3. Video clips of sports events
4. Garage sales of individuals in the church
5. Announcements that duplicate an announcement in church
6. Groups that are not interested in new people joining them