

1 PROPOSED DRAFT (as approved by the joint team)
2 MOSAIC & MAYFAIR HEIGHTS
3 August 22, 2017

4
5 Mayfair Heights UMC is a congregation with a long and rich history having been started in the
6 early 1950's. Mayfair Heights has a long tradition of involvement in mission work through
7 support of global missions, the Gallery multi-ethnic children's ministry, and other community
8 ministries. MHUMC has been the home to many families over the years, and that shows in their
9 hospitality steeped in tradition. They pride themselves on their traditional worship and music
10 offerings. In recent years, due to declining membership and diminishing finances, Mayfair
11 Heights has sought ways to continue their ministry at their current site.

12
13 Mosaic is a new church that was formed in 2015 as the result of a merger between two historic
14 congregations - Leland Clegg UMC and Epworth UMC. Mosaic has established itself as a
15 progressive congregation with an emphasis on justice and peace issues. They are members of
16 the ecumenical social justice organization VOICE of Oklahoma City, a Reconciling
17 congregation, and active in issues of race, the environment, education, and poverty, just to
18 name a few. For two years, Mosaic has been discerning the best location in which to establish a
19 permanent presence in Oklahoma City. Members of Mosaic live in the entire metro area
20 including places like Norman, Yukon, Shawnee, and even Stillwater. They have sought to be the
21 best stewards of the resources God has given them.

22
23 It is the intention of Mayfair Heights (MH) to share their church space with Mosaic. This means
24 that MH and Mosaic will be equal partners in sharing the building. Mosaic recognizes the history
25 of MH and will not, to the best of their ability, intentionally alter the physical structure or remove
26 any items from the property without the full approval of the governing council of MH. MH
27 recognizes that it may be necessary for Mosaic to adjust the furnishings of MH for their
28 programs and ministries. Both churches agree that sometimes what seems to work well at first
29 will not work well in the long run and therefore there will be a period of adjustment as both
30 churches discover what it means to share the same building. We will strive for open and honest
31 conversations about any changes that are deemed necessary, whether temporary or permanent
32 changes. MH also agrees not to remove any items belonging to Mosaic from the building
33 without the express permission of the governing body of Mosaic.

34
35 MH recognizes that Mosaic is a "Reconciling" congregation and is open to all people of all
36 sexual orientations and gender identities. One of the value statements of Mosaic is that they are
37 "a widening circle of all nationalities, races, classes, ages, families, gender identities and
38 expressions, sexual orientations, abilities, and faiths." Mosaic recognizes that MH has not
39 declared itself to be a reconciling congregation but MH is fully supportive of Mosaic's position as
40 a reconciling congregation. Mosaic recognizes that not all people are in the same place with
41 regards to the acceptance of LGBTQ persons being ordained or married, but they endeavor to
42 meet people where they are, love them, and work together when possible. This includes not
43 only people who may be members of MH, but Mosaic's members, and guests and visitors to
44 both churches.

45
46 Mosaic recognizes that MH has existing relationships with The Bilingual Schoolhouse and
47 Alcoholics Anonymous groups which they will continue. MH agrees that Mosaic has many
48 important ministries of the church including Mobile Meals, Ice Angels, and a Native American
49 congregation which they will continue. We will work together on the best ways we can share the
50 space to the benefit of all.

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GENERAL USE OF THE BUILDING

The sanctuary, hallways, fellowship hall, classrooms, choir room, kitchen, nursery, youth house, and storage areas shall be “shared space” which both churches may use. Scheduling shall be done through the church office under the direction of the pastors of both churches. Groups using the church shall be informed of other groups using the building at the same time, which spaces are available to them, and any instructions concerning heat/AC and use of church keys.

MH agrees to make space for Mosaic to have furniture, wall hangings, historical items, etc., for use in shared spaces for the people of Mosaic to feel that this space is truly their home as it has been and will continue to be for Mayfair Heights. Both churches agree that Mosaic will replace the carpeting on the first floor and that the hallway will be redone in a way that it can be used effectively by both churches while providing a fresh, modern look pleasing to our guests and visitors looking for a church home. Mosaic and MH will consult with a third party who is a professional at designing public space.

Both Mosaic and MH agree to abide by the Book of Discipline regarding rules of United Methodist building usage. However, Mosaic has the right to develop their own policies regarding weddings as they pertain to couples of the same gender. Mosaic agrees to not use the building in such a way as to violate the Book of Discipline without the express written permission of the governing body of MH and its pastor. Likewise, MH agrees to not use the building in such a way as to violate the Book of Discipline without the express written permission of the governing body of Mosaic and its pastor.

Mosaic and MH will work together, under the leadership of their pastors, in developing policies for use of the building regarding weddings and receptions, funerals, and use of the building by outside groups and organizations.

Both churches understand that during our first year together, we may discover better ways of doing things as time passes. We are mindful that rooms are often needed for families at funerals, and wedding parties often need rooms to dress and prepare. We will endeavor to be creative in using the space to the best of our abilities.

Items in storage shall be clearly marked in ways to identify the users and who to contact if items need to be moved.

The Native American congregation has agreed to use the youth house for worship on Sunday mornings. MH agrees to talk to Alcoholics Anonymous about this being shared space. The Native church will be allowed to have furnishings so long as the rooms are also available for use by Alcoholics Anonymous and both MH and Mosaic as needed. Storage space will be available in the youth house. The Native congregation will also have use of the kitchen and fellowship hall on the third Wednesday of the month for dinner and worship. Other use of the building may be requested and will be scheduled with the office staff. The Native church shall make donations to MH that will go to the basic utility costs of the building.

RESTROOMS

MH recognizes that Mosaic has a history (that extends to Clegg and Epworth) of being a welcoming place for our transgender siblings. As such, people are encouraged to use the restroom they are most comfortable in using. Mosaic and MH recognize that this can be an

101 unsettling issue and can be uncomfortable to many, including people of both congregations.
102 However, it is our desire that all will be welcomed to our church. The pastoral staff of both
103 churches shall work together to determine the best ways of educating people on transgender
104 issues and use of the restrooms. MH and Mosaic will determine the best way to add a family
105 restroom in the future.

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107 **OFFICE SPACE**

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109 Each church will have designated office space that can be locked by those using the offices.
110 Both churches will have access to the master keys in the event of an emergency.

111

112 Mosaic and MH will share a main office each with their own office staff. We will use one phone
113 number unless it is deemed that two numbers are needed. Both churches agree to share
114 current office equipment and supplies. Supplies that are purchased by each church for specific
115 purposes (and not to be used by others) will be clearly communicated to the entire office staff
116 and clearly marked.

117

118 Mosaic needs a minimum of 3 rooms for office space (Administrative Assistant, Lead Pastor,
119 and associate pastor.) In addition, Mosaic has the need for financial office space. Mosaic also
120 has the need for at least 1 room for children's Sunday School space with the possibility of more
121 than 1 in the future. Mosaic and MH's desire is for our pastors to have offices upstairs. Both
122 Mosaic and MH Administrative Assistants can share an office downstairs. A choir room for both
123 churches is to be established upstairs. MH and Mosaic envision the current office space being
124 repurposed for worship storage/preparation, music storage, and a finance office (for both
125 churches to count money on Sundays and for the Mosaic finance staff.) Again, we understand
126 that as time passes, we may find better arrangements for use of the rooms.

127

128

129 **KITCHEN**

130

131 Mosaic and MH agree to share the kitchen space and all equipment and supplies. Supplies that
132 are designated for certain purposes shall be clearly labeled. A team shall be appointed by each
133 church's governing body to oversee the kitchen. Both churches agree to keep the kitchen clean
134 after it is used and to remove trash from the building when it contains food or liquid items or
135 when trash cans are full. Custodial staff works on the weekends therefore each group using the
136 kitchen during the week should empty trash as needed.

137

138 Both Mosaic and MH recognize that Mosaic's Mobile Meals needs space for their food and
139 equipment and these items may only be used by the Mobile Meals team unless permission has
140 been granted by the person in charge of Mobile Meals.

141

142 Both MH and Mosaic shall keep the kitchen and freezer as clean as possible with any food left
143 clearly labeled with date and purpose. There may be times when items will need to be removed
144 from the refrigerator since the space will be needed for large events such as fellowship meals,
145 funeral dinners, or large ministry events.

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148 **CHILDREN/NURSERY**

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150 Mosaic and MH share full use of the children's area for childcare and programming and will
151 endeavor to respect the equipment and furnishings of The Bilingual Schoolhouse Both churches
152 will seek to have open and honest communication with the leadership of The Bilingual
153 Schoolhouse and each church's needs in terms of childcare space. Mosaic agrees to provide
154 childcare on Sunday mornings from 9:15 am - 12:15 pm that will be available to all who need it.
155 Childcare workers and volunteers will have background checks and be trained in "Safe
156 Sanctuary" policies.
157

158 **SANCTUARY SPACE**

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160 Both churches agree to share sanctuary furnishings, paraments, seasonal decorations,
161 communion ware, etc. The sharing of these items shall be under the direction of the pastors
162 and those appointed to assist in the preparation of worship and the sanctuary. Both churches
163 recognize that there may be times in which items for worship for one church will be in view
164 during the worship of the other church. For example, Mosaic has a band and it will be necessary
165 for band equipment to be in place prior to worship on Sunday mornings. The music staff
166 (volunteer and paid) shall work together, under the leadership of the pastoral staff, to determine
167 the best way to share the space for those providing music. Both churches will work together in
168 terms of decorating for special seasons such as Advent/Christmas and Lent/Easter or other
169 special occasions. MH recognizes that Mosaic uses a projection system in worship and that
170 plans will be made to install a permanent system. The system is available for both churches to
171 use in worship, for funerals, etc. Funds designated by MH for a projection system shall be
172 combined with funds from Mosaic to purchase a new system.
173

174 MH recognizes that Mosaic celebrates the sacrament of Holy Communion every Sunday which
175 makes it necessary for the communion table to be altered each Sunday. Mosaic will develop a
176 system so that this is done as efficiently as possible with the altar put back together after
177 Sunday worship in a way that is acceptable to both churches, honoring the space as sacred
178 space and for the use of worship, both by individuals and groups. Both churches agree that
179 there may be times in which the worship space is used by groups for something other than
180 worship and there may be occasions when items are moved that aren't put back in the exact
181 same spot. All groups using the space will be asked to honor the space as a place of worship
182 and to not move items in the chancel area without permission of the pastoral staff. (Examples: a
183 group such a VOICE may use the sanctuary for a meeting.)
184

185 Mosaic will evaluate the current sound system for both the needs of MH and Mosaic and MH
186 agrees that Mosaic may install a new system.
187

188 MH recognizes that Mosaic has a Wednesday evening dinner and worship and is currently
189 using the Fellowship Hall for that purpose. MH agrees that some furnishings and equipment
190 may be left in place for worship.
191

192 The scheduling of special worship events, such as services during Advent, Christmas Eve, Ash
193 Wednesday, and Holy Week, shall be done under the guidance of the pastoral staff. There may
194 be times when both churches and possibly the Native American church combine for these
195 special services and there may be times when it is more appropriate for each church to have
196 their own service. Every effort will be made to accommodate the needs of both churches.
197

198 The MH council has voted to remove 5 pews from the back of the sanctuary. (Note: Scott would
199 like to experiment with removing 1 first and then deciding the best way to proceed. This is
200 because Mosaic's attendance is consistently over 100 persons.) This is for easier movement at
201 the back of the sanctuary especially between services. Mosaic would like to remove 1 or 2 rows
202 of the pews in the front of the sanctuary and replace them with chairs. This is to accommodate
203 primarily Mosaic's Spirit Movers (dancers). Chairs will be purchased to be used in place of the
204 removed pews in front and only removed when the space is needed and chairs will be
205 purchased to be used in the back of the sanctuary for those times when large crowds are
206 expected (Christmas Eve, Easter, funerals, etc.)

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208 **PARKING LOT**

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210 Both congregations agree that the parking lot will be redone by Mosaic.

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212 **OUTSIDE SIGNAGE**

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214 Both churches agree that Mosaic will replace the current outside sign with a sign advertising
215 both churches.

216

217 **INCLEMENT WEATHER**

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219 Mosaic recognizes that MH has moved their worship time from 11 am to 9:30 am which may
220 cause concerns in the winter months if there is inclement weather. In the event that MH cancels
221 worship at 9:30 am on Sundays, members of MH will be fully welcome to worship with Mosaic at
222 10:45 am with special provisions made for an offering for the ministry of MH.

223

224 **CHANGE OF PASTORAL APPOINTMENT**

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226 In the event of a change in pastoral appointment, every effort will be made to ensure the bishop
227 and cabinet are aware of not only the local church's needs in terms of pastoral leadership but
228 the unique nature of Mosaic and Mayfair Heights sharing space as well.

229

230 **FINANCES**

231

232 For 2017, Mosaic agrees to pay 50% of the costs of utilities and insurance for the Mayfair
233 Heights UMC site. Copies of all bills will be made available to the treasurer of Mosaic and
234 information may be shared with the council of Mosaic. MH understands that as long as Mosaic
235 continues to own property at 102 East Hefner, it may be necessary to adjust this until such time
236 as Mosaic sells the Hefner property. Mosaic agrees in 2018, to pay a fair share of the costs of
237 utilities as building usage increases in conversation with the MH council. Lacy Kelly of Mosaic
238 will report to both councils her recommendation in time for both churches to prepare their 2018
239 budgets for Charge Conference. Until Mosaic sells the Hefner property, MH understands Mosaic
240 may need to renegotiate this until they are able to pay a fair share. Mosaic agrees that current
241 bills in the name of MH shall remain in the name of MH and all bills will be paid promptly until
242 MH deeds their portion of the property to Mosaic and then all bills will be transferred to Mosaic.

243

244 Decisions about maintenance and upkeep of the building will be made by the key leaders of
245 each church (trustee chairs, finance chairs, church council chairs, and pastors) with a vote by

246 each church council if such costs exceed what is allotted by each church's budget. Each church
247 will share in the costs for maintenance and upkeep.

248
249 MH and Mosaic agree that Mosaic will be responsible for re-doing the parking lot; installing
250 outside signage; installing a projection system in the sanctuary; updating the sound system in
251 the sanctuary; installing new carpet (or flooring) in sanctuary, downstairs hallway, current parlor
252 (choir room), and nursery area; updating the furniture and walls on the first floor entry and
253 hallway; and providing a new sink, freezer, and refrigerator in the kitchen. Funds for these
254 projects will come from funds designated for building and capital expenses as they are
255 available.

256
257 Any future changes to the property and building will be made by a majority vote of both church
258 councils with the funding to be determined on a case-by-case basis.

259

260 **PROPERTY DEED & FUTURE ISSUES**

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262 MH agrees that after this covenant is approved and signed, they will put Mosaic on the deed to
263 the MH property as an equal owner. Mosaic agrees to continue this sharing of space with MH as
264 long as MH remains a separate congregation and desires to be in this building. If MH dissolves,
265 MH agrees to deed its ownership interest over to Mosaic so that the building at 3131 NW 50th
266 Street will continue to be a vibrant center of worship, service, and community.

267

268 Both churches agree that there is a possibility that Mosaic and MH will merge and become one
269 church in the future. Both churches acknowledge that they are not ready for those conversations
270 at this time.

271

272 In the event of a denominational split, both Mosaic and MH agree to continue this relationship
273 and the sharing of this property and building. Neither of us knows what the future holds.
274 However, it is our intention to continue in this relationship for the betterment of both
275 congregations.

276

277 **ACCEPTANCE OF THE COVENANT**

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279 This covenant shall be effective by a majority vote of both church councils. Before voting, each
280 church shall share the covenant with their respective church in the manner they deem best,
281 receive feedback, and determine in their own way if each church is ready to move forward in the
282 sharing of the space (i.e. church-wide votes, straw polls, etc.).

283

284 The covenant shall be signed and dated by each church council member, including pastors and
285 made available upon request to any member.

286

287 Annually, there shall be a joint meeting of both church councils for evaluation of the covenant
288 relationship and planning for the coming year. Joint council meetings may be held more often at
289 the request of both pastors or both church council chairs.

290

291 Council meetings of both churches shall be open meetings unless matters of personnel (SPRC)
292 are being discussed. The SPRC section of each council shall be open to council members only.

293

294 The agreements in this covenant may be modified or added to by a majority vote of each church
295 council. Additions and/or modifications shall be dated and a copy kept in the church office.