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(Updated 02/22/07)

FACILITIES USE POLICY STATEMENT CROSSPOINT UNITED METHODIST CHURCH

BASIC PHILOSOPHY: As a local manifestation of the Body of Christ in the World, CrossPoint United Methodist Church exists for the sole purpose of extending the redeeming reign of Christ over persons. To achieve this mission, the congregation has acquired property and raised buildings to serve as its instruments. It is our intention that these physical properties shall be used in a manner that will win persons to Christ and His Church and promote the moral and ethical implications of Christ's Gospel.

The building and facilities of the CrossPoint United Methodist Church have been provided for the use of the congregation in its activities of worship, fellowship and service. It is expected that the building and facilities will be used by groups representing wider concerns of the church, including meetings of groups associated with United Methodism and other denominational organizations but the use of the church by the congregation of the CrossPoint United Methodist Church is foremost.

Members and non-members of this congregation shall have the use of the Sanctuary for weddings, without a fee, after proper counseling requirements and expectations are satisfied. (See Wedding Policy Statement)

Those who are members of the body of Christ at the time of their death may be buried from the Sanctuary without fee, and families of the congregation are urged to adopt this practice.

Other inspirational, educational and musical events or programs sponsored by the Congregation, its program units, or approved organizations, or led by one of the staff of this church, may be held without fee.

Any other uses of church facilities shall receive prior approval of the Ministry Team. Applications for such approval are available at the Church Office.

The congregation also accepts a responsibility to the total life of the community which the Church serves and desires to be helpful to civic, service, educational and cultural organizations when requests are received to use the church building and/or facilities and are in line with our mission and vision statements.

Our Mission:

Love God, love others, make disciples.

Our Vision:

- To average 2,000 in worship each week among multiple sites.
- To be a church of small groups in order to connect and strengthen individuals, increase the Church's membership and maximize the Church's impact.
- To have 1,500 serving in an identifiable mission and/or ministry.
- To be recognized as a leading provider of ministries to people with special needs.
- To be a center of learning for spiritual growth and missions for children, youth, adults, and organizations.

A reasonable donation is expected for the use of the building and its facilities. The donation is nominal and represents a contribution to partially pay operating expenses (light, heat, water, increased custodial service and the use of the Church furniture and equipment.)

The following guidelines must be adhered to by all who use the building and/or facilities.

1. All facilities are reserved for church and/or religiously oriented programs all day Sunday and Wednesday nights, unless other activities are approved by the Ministry Team.
2. Smoking is not permitted in the church building.
3. Alcoholic beverages are not permitted on church property.
4. Demonstration of moral and spiritual principles that are consistent with Christian tradition and our vision/mission statements will be considered in granting requests.
5. Those persons using the building or grounds will conduct themselves with proper decorum and use the facilities with care.
6. The preparation, serving and eating of food and beverages by outside groups may be permitted. However, this privilege must be cleared through the church office.
7. Persons will use only those areas of the building that were approved and will return the facility to its proper order after use. Care should be taken to turn out the lights and close the windows. You are urged to not adjust the thermostats. They are automatically controlled.
8. Church equipment may not be removed from the building or grounds. Approval may be granted by the Ministry Team, Church Administrator or the Board of Trustees.

9. The church and its grounds may not be altered in any way without the approval of the Board of Trustees.
10. Applications for one time use of the facilities will be approved by the Ministry Team in accordance with this policy. If any problem arises, it should be taken first to the Church Administrator and then to the Board of Trustees for resolution.
11. Requests made for special furniture and/or public address system, must be directed to the Church Administrator at least one week prior to the event. Safety must be considered in the placement of furniture and equipment.
12. Requests for the use of pianos and the organ should have approval of the Pastor, Organist, or the Director of Music and Worship. Any persons using those instruments must be qualified to do so.

GUIDELINES FOR GRANTING REQUESTS

The Ministry Team will approve requests for continuous contractual activities and shall have the responsibility to approve one-time events in accordance with this policy. The pastors shall have the right to schedule marriages, funerals and special services or other religious events. The Board of Trustees shall reserve the privilege to review all approved requests on a regular basis.

All activities must be placed on the church calendar which is maintained by the Church Secretary. Once an event has been posted it is official and cannot be changed unilaterally.

The Church Administrator and Church Secretary are responsible for writing down the approved events on the calendar in a timely fashion.

In order to assist in the approval process, the following priority listing is offered:

- I. refers to use by any CrossPoint United Methodist group or individual whose activity benefits the church. The request must be written and dated to ensure timeliness. An application is required.
- II. refers to use by a religious, civic, educational or cultural organization when fund raising activities are not included. An application is required.
- III. refers to use by a member of the Church on behalf of a non-profit organization. An application is required.
- IV. refers to use by a member of the Church for personal use. i.e.: wedding, anniversary, reunions. Donation may be waived. An application is required.
- V. refers to use by a non-member of the congregation for personal use, i.e.: wedding. An application is required.
- VI. refers to use by a religious, civic, educational or cultural organization when fund raising is included. An application is required.

DONATION SCHEDULE - CLASSES II THROUGH VI (first four (4) hours of usage)

SANCTUARY	\$200.00
SHOLTER HALL	\$200.00
BROWN HALL	\$ 65.00
CLASS ROOM	\$ 35.00
KITCHEN	\$ 40.00
PAVILLION	\$ 50.00

\$25 per each additional hour/\$40 per each additional hour Sholter Hall

CUSTODIAL FEE: A donation is expected for the time spent in setting up and cleaning up activities in Classes II through VI. The rate of reimbursement is established at double pay for Sunday, time and half for after hours the rest of the week.

GUIDELINES

1. Generally, the premises should be vacated by 10:00 p.m. Any exceptions must be pre-approved.
2. The facility and all the equipment must be maintained in reasonable order and cleaned up before leaving or a fee will be charged.
3. The use of the kitchen and equipment must be checked with the Hospitality Team Coordinator. All equipment must be washed and returned to the proper place. Damage or breakage to equipment will result in a charge for replacement.
4. It will be the responsibility of the applicant to pay all taxes, insurance and other fees, if an admission is charged. Certificates of Insurance shall be attached to any application.
5. The Church Council through the Board of Trustees reserves the right to make additional rules and regulations when necessary to protect the church.