

American Lutheran Church **Facility and Equipment Usage Policy**

FACILITY USE

The facility is maintained and supported by the active membership of the congregation. Facility usage is limited to active members only. Inactive members, former members, new members, and non-members do not have facility use privileges.

Active Member Use - An active member of the congregation may reserve the facility for non-church activities as long as such activities do not compromise our Biblical values, theological understandings, or the Christian ethics of the congregation. Showers (wedding, baby, etc.), and personal celebrations (anniversaries, birthdays, baptisms, wedding rehearsal dinners, wedding receptions etc.) are common non-program uses of the facility. All reservations must be made through the church office at least 10 days in advance of an activity, and all procedures followed as provided.

Community Use - With the Church Council's permission, the facility may be used for the benefit of the community. Any community use must not compromise our Biblical values, theological understandings, or the Christian ethics of the congregation. Political activities, with the exception of the facility as a polling place, are strictly forbidden. To be considered for approval, community activities must provide a benefit to the greater community (such as Trail Life, CPR training, helper dog training, community forums, etc.).

EQUIPMENT USE

Tables, chairs and movable equipment that belong to the church may be borrowed for off premises use by any active member at the discretion of the Church Council (via the chairman of the trustees). Such off premises use holds an explicit responsibility to replace or repair items damaged, lost, or stolen. Should any borrowing active member prove irresponsible (either by not returning items, or through negligence), their privileges will be suspended. No equipment may be removed from the premises without prior permission or if the equipment is needed by the congregation. Certain equipment may not be borrowed for any reason by anyone. Equipment that may not be borrowed is at the sole discretion of the Church Council. All equipment borrowed from the church must be returned promptly after use at the agreed upon time.