RESOLUTION NO. 2017-25

UNITARIAN UNIVERSALIST FELLOWSHIP OF CENTRAL OREGON

**A Resolution to Modify the Existing Building Use Policy**

The Unitarian Universalist Fellowship of Central Oregon (UUFCO) makes the following findings:

1. One type of building use, “exhibit installations,” does not neatly fit in to other descriptions of building use, and it is desired to clarify where this activity fits.
2. Prioritization of activities may need to occur where simply following the guidelines is not sufficient, and it is important to clarify who has the authority to prioritize.
3. It is desired to define a single term “Activities of UUFCO” to cover all the different types of activities that this one term would include.
4. Once a contract is signed with an external entity for use of our building, we wish to state that this becomes a commitment that would supersede the prioritization guidelines.
5. Maintaining our tax exempt status requires that all building use “furthers our exempt purposes,” and the Board believes that this means building use must “Further the Mission of UUFCO.”

**Therefore, the UUFCO Board resolves as follows:**

1. The Board approves replacing the existing Building Use Policy, and replacing with the attached version
2. The Board approves adding this policy to the policy book

This resolution takes effect immediately upon adoption.

Date of first majority board vote: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Date)

Date of 2nd majority board vote, or first **unanimous vote**: Nov 9 2017 (Date)

BOARD APPROVAL AND ADOPTION: Nov 9 2017 [Date]

Max Merrill

Board President

Adoption and date attested by:

Erika Beard-Irvine

Board Secretary

**UUFCO Board Building Use Policy**

Date initially approved: January 14, 2015

* Date of last approved modification: December 12, 2016

UUFCO constructed our building to further our ministry and to affirm and promote the seven principles of Unitarian Universalism to its members and to the community of Central Oregon.

We are pleased to make the building and grounds available to individuals and groups in the community that seek to serve and enrich human life through the arts, education, social and environmental justice, celebrations, weddings, or other activities that are compatible with our mission.

In keeping with UU principles, no individual or group will be denied use of the building on the basis of religion, race, sex, national origin, disability, sexual preference, age, or public assistance status.

Priority for building use and scheduling decisions shall be determined by the following guidelines, in descending order of priority: <NOTE: The Minister may choose specific priorities based on their judgment of the overall good of the church.>

1. Services, programs, groups, exhibit installations and meetings of UUFCO <all above activities are considered to be “Activities of UUFCO”>
2. Programs and meetings of organizations with a working relationship with the Congregation
3. Programs and meetings of organizations affiliated with Members of our Congregation
4. All other uses

Once a rental event is confirmed, and a contract is signed, this becomes a commitment, and “higher priority” events will not cause us to break such a commitment.

Substantially all uses of the building must be consistent with “furthering the Mission of UUFCO”, in order to be compliant with Federal tax law and to maintain our 501c3 status.

At the discretion of the Minister, UUFCO may reject requests for building use if the principles or activities of the requesting organization or individual are, or appear to be, inconsistent with UU principles, or are judged to be failing to further the Mission of UUFCO.

All building users must comply with applicable Deschutes County Health Department and Oregon Liquor Control Commission rules and regulations.

No recurring, periodic, or long-term rental agreements shall be executed for use of the building and grounds without the review and approval of the Board of Trustees.

UUFCO staff will be responsible for calendaring events, and will ensure that the above priorities are maintained while addressing any conflicts that arise.