RESOLUTION NO. 2017-26

UNITARIAN UNIVERSALIST FELLOWSHIP OF CENTRAL OREGON

**A Resolution to add a Policy on Building Use Fees**

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

1. Since UUFCO charges building use fees with varying discounts for different building users, and there are tax and financial implications of doing so, it is important that the strategic intent behind these fees, the authority to set these fees, the transparency behind these fees, and the types of use which qualify for discounted or free building use should all be spelled out in a board policy. While the Facilities Management Committee is authorized to work with the Event Manager on specific fees, the strategic intent is owned by the Board.
2. The Board recognizes that there may be unusual cases where a compassionate use of the building might be allowed at a lower than normal building use fee, and we want the Minister to be able to offer this, but do not feel that this needs to be publicly disclosed as part of our fee structure.
3. Major life events for UUFCO members can also be considered part of the life of UUFCO, and therefore we will allow for building use without a fee in some specified cases.

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

1. The Board resolves to approve the attached Building Use Fees Policy
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**: 12/14/2017 (Date)

BOARD APPROVAL AND ADOPTION: 12/14/2017 [Date]

Max Merrill

Board President

Adoption and date attested by:

Erika Beard-Irvine

Board Secretary

**UUFCO Policy on Building Use Fees**

Building use fees are intended to help defray costs of operation and are not intended to create a profit from rentals. Building use fees and building use policies shall be publicly posted on our Website and shall also be available upon request.

Authority to set building use fees is delegated to the Facilities Management Committee, working with the Event Manager. The Board may ask for review of rate schedules and rationale, to verify that the strategic intent of building use fees is being met.

The Minister is authorized to offer building use at reduced fees in unusual circumstances, but this practice shall not be mentioned as part of our publicly available policy or fee structures, as it is not intended to be a common part of our building use procedure.

Building use fee categories shall be as follows:

**“Standard building use rates.”** (for users not in special categories below)

“**Non-profit Rates”** apply when the building user has a 501c3 nonprofit designation.

“**Members Rates**” apply when:

-The building user is an individual who is an active member of the church

-The activity or purpose of building use is for personal or family activity for this member

-This rate is not intended for situations where members are a part of organizations that

wish to use space in our building

**“Activities of UUFCO” will not pay a building use fee.**

-Major life events (weddings/funerals) of members will also not pay a fee