

Policies and Procedure for Use of OGRB Facilities and Property (Revised 2-23-14)

Statement of Building Purpose:

It is the intent of the Oak Grove Restoration Branch of Jesus Christ's Church that the building be utilized for the glory of God and the accomplishing of His holy purposes as understood within the Restored Gospel. Any and all use of the property and facilities owned and operated by the Church of Jesus Christ Oak Grove Restoration Branch (OGRB) shall be in harmony with its beliefs and practices, or minimally, not conflict with them in any way.

The beliefs and practices of our faith, as stated in *Article I – Statement Of Belief* of the OGRB bylaws, are contained in the three standard books of the Church. The following annotated statement summarizes *Article I*:

“The Bible (Inspired Version) is the divinely sanctioned Word of God, and it contains the gospel of salvation;” and “that the Book of Mormon (1908 edition) is divinely revealed scripture, and it contains the fullness of the gospel;” and that, “the Doctrine and Covenants is divinely revealed scripture and is to be used as the law of the Church in as far as it is consistent with the Inspired Version of the Bible and the Book of Mormon.” “We believe that the Three Standard Books named above contain the Law of the Church, and their teachings must be adhered to in matters of doctrine and practice. Any theological practice or doctrine which is not in harmony with those books is false doctrine.”

Additional understandings of the basic beliefs of the Church are summarized in a document titled THE EPITOME OF FAITH: (Times and Seasons 3:709-710; RLDS CHURCH HISTORY 2:569-570) - ATTACHMENT #1 OGRB Bylaws.

Any and all use of the church facilities and property that involves any ordinance or sacrament must be reviewed and approved by the Presiding Elder and/or the Pastorate. Final interpretation of whether or not a use meets the above intent will rest with the Pastorate. Activities may include worship, performance of the ordinances, edification of the Priesthood and the Saints, activities which encourage healthy fellowship and interaction between Saints, Branch sponsored social events, etc.

Use of the Building:

The responsible agent for coordination and insuring appropriate use of the building, in part or in total, shall be the Building Coordinator or his/her designee. Unresolved issues or concerns associated with the use of the building may be appealed to the Pastor for resolution.

-Regular Branch activities, such as Sunday Service and regular group meetings, will take precedence over all other activities.

-Any regularly scheduled group activity requiring use of the sanctuary, fellowship hall, or entire building must be coordinated through the Building Coordinator. Any non-regularly scheduled group activity should be coordinated through the Building Coordinator. Those having scheduled or coordinated the use of the building through the Building Coordinator will have priority access to the building.

-During non-scheduled times, Branch members shall have access to the building for purposes consistent with the overall purpose of the building. Members are encouraged, if needed and possible, to coordinate this with the Building Coordinator.

-Non-Branch related groups may gain use of the building for weddings, family reunions and other activities deemed appropriate through contacting the Building Coordinator.

Use of Facilities/Property for Marriage Ceremonies

Any marriage ceremonies conducted on church facilities, or on church property, must be in harmony with our beliefs and practices on marriage as stated in the, *Church of Jesus Christ Oak Grove Restoration Branch Policy Regarding Marriage*. (See attached policy)

By way of summarizing our understanding of marriage the following statement is offered here: “We believe that marriage is ordained of God; and that the law of God provides for but one companion in wedlock, for either man or woman, except in cases where the contract of marriage is broken by death or transgression. We believe that the doctrines of a plurality and a community of wives are heresies, and are opposed to the law of God.” **Church History 3 30:576**

As is evident in the OGRB policy on marriage, and the brief statement above, any marriage ceremony that proposes to involve more than one man and one woman is not in harmony with our beliefs and practices on marriage, and will not be eligible to be conducted using OGRB facilities or properties.

Conditions Associated with using the Building:

Members using or scheduling the building for specific purposes will be responsible for ensuring:

- a. That the areas used are cleaned.
- b. That all lights and other equipment are turned off.
- c. That the building is locked.
- d. That the conduct of others participating in the activity is consistent with the intended use of the building.
- e. That any damages occurring during an activity are promptly reported to the Branch Treasurer.

All functions requiring use of audio equipment and main light panels will require the attendance of a trained and designated individual.

-No tobacco, alcohol or illegal controlled substances are permitted anywhere on the premises.

Fees Associated with use of the Building:

Members and non-members will be assessed a fee for use of the building for non-Branch related activities: (weddings, family reunions, etc.) There will be no charge for the Sanctuary if it is used for worship and funeral services.

The following reflects the current fee assessment structure:

Members:	Entire Building: \$50	Fellowship Hall & Kitchen: \$35
Non-members:	Entire Building: \$75	Fellowship Hall & Kitchen: \$50

The above fees are assessed to offset costs associated with the use of utilities and general supplies. Any other direct costs, such as damage to the building or requiring professional cleaning, will be assumed by the user. Those renting the building will be expected to clean up the areas they used immediately following the completion of their activity.

Use of the Sanctuary:

The primary purpose of the Sanctuary is to provide the Saints, collectively and individually, with a setting where they can meet and worship God. Activities directly associated with this purpose are worship services, the performing of the ordinances and individual meditation. In keeping with this intent the Saints are encouraged to;

- Make preparation to meet their Lord prior to entering and using the sanctuary.
- Enter, occupy and exit the sanctuary in a worshipful manner.

Secondary activities within the sanctuary may include approved Branch sponsored events.

The following are suggested as guidelines for proper use of the Sanctuary:

- Food is discouraged (if needed for very small children, parents are requested to use dry foods).
- Gum and other sticky forms of confectionery are discouraged.
- Unnecessary talking, particularly loud talking, before and during the service is discouraged.
- The congregation is expected to remain in the pew until dismissed by a Deacon.
- Drawing material should be limited to pencils.
- Children and adults are discouraged from running in the sanctuary at any time.
- Environmental adjustments that are needed within the sanctuary, such as adjusting thermostats, blinds, etc. should be communicated to the Deacon in charge.
- Picture taking during worship is discouraged but if necessary should be taken from the balcony with a flash or staged after the service.

Access to Keys:

- Priesthood, church leaders, and officers, needing access to the church building on a regular basis may request a key from the Pastor.
- Others needing access to the building on a semi-regular basis may request a key from the Building Coordinator.
- Under no circumstance should a member make a duplicate copy of their key for themselves or anyone else.