

Belmor Baptist Church

Family Life Center

Policies and Procedures

Our Purpose

The whole philosophy undergirding our ministry in the Family Life Center (FLC) is that God's ideal is for us to have lives centered daily in the person of the Lord Jesus Christ. When Christ is the center of our living, all of living (including the physical) becomes happier, more fulfilling and more exciting; therefore, it is our purpose to:

- Reach unsaved people for Christ and to provide a Christian atmosphere where they can enjoy the abundant life found through Christ.
- Provide quality recreational activities that will provide wholesome and constructive uses of leisure time for families of our church and their guests.
- Support and strengthen the organizations and programs of our church to enhance Christian love through fellowship activities.
- Provide facilities for people to hear the gospel through Bible study, the worship of God and to become actively involved in His church.

Our Goals

The goals for the Family Life Center of Belmor Baptist Church (BBC) are:

- To lead people, unsaved and saved, active and inactive, to hear the Gospel through Bible study, through worship of God and to active involvement in His church.
- To deepen and strengthen positive, loving relationships of the church family through participation together.
- To provide for people the challenge of godliness by example and expectations through meaningful leisure time activities in a Christian atmosphere and setting.
- To offer creative opportunities of recreation programs for all ages to learn recreation skills of enjoyment and health.
- To include spiritual motivation and service opportunities for people as volunteer leaders, instructors and coaches.

Usage

- 1) Usage of the FLC is open to BBC members and/or guests/groups sponsored by BBC members. An adult must supervise all activities.
- 2) BBC members may sponsor immediate family members (parents, spouse, children, grandchildren) that are not BBC church members.
- 3) Eligibility to participate will depend on an individual's willingness to abide by all policies and procedures.
- 4) Throughout this manual any reference to responsible adult means anyone 21 years of age or older.

- 5) Willful violation of any policies, rules or regulations could lead to loss of eligibility to use the FLC.
- 6) BBC reserves the right to deny usage of the facility at the discretion of the pastor, deacons, and the Building/Grounds Committee.

Guests/Outside Groups

- 1) Guests are individuals who are not members of BBC but are hosted by a BBC member.
- 2) BBC members are responsible for the conduct of their guests and any equipment checked out at the FLC.
- 3) Guests must comply with all policies and procedures. Those who fail to comply will be asked to leave.

Dress and Behavior

- 1) Let this verse be your guide: "In all thy ways acknowledge Him" - Proverbs 3:6.
- 2) The FLC is a ministry of BBC. In the interest of influencing others for Christ, the speech, dress and conduct of all BBC members, guests and visitors will be in accordance with the highest Christian standards.
- 3) Shirts, shoes and other appropriate apparel must be worn at all times.

Items Prohibited

- 1) The following are not allowed in the FLC: Tobacco in any form, anything considered a weapon, alcoholic beverages, controlled substances, pets.
- 2) No decorations that will possibly deface interior walls of the FLC. Use of thumbtacks or other items that may puncture and damage walls are prohibited.

Reservations

- 1) There will be **no events** scheduled during any worship services or other church-wide programs.
- 2) Reservations will be made on a first come, first serve basis. Church programs have priority. In the event of a scheduling conflict, BBC groups take precedence.
- 3) Reservations may be made by an adult BBC member aged 21 or older.
- 4) Reservations should be promptly canceled if plans are changed.
- 5) Regarding sports practices, a member may schedule his or her ball team to practice providing the building is available.
- 6) BBC groups/members may request to reserve the FLC through the FLC Event Coordinator. All reservations will be coordinated with the existing schedule.
- 7) All reservations must be made through the FLC Event Coordinator. For outside individuals or groups, there is a registration form that must be filled out and signed to reserve facility.
- 8) All groups must have one adult BBC member in charge of the entire reservation. This person is called the sponsor.
- 9) All groups must have adequate adult supervision.
- 10) All groups/members making a reservation will be responsible for restoring the facility to its pre-existing condition.

Kitchen

- 1) Groups using kitchen are not to leave food or flowers in refrigerator, unless a Kitchen Committee member gives approval.
- 2) Equipment such as pots, pans, dishes, etc is not to be removed from kitchen or to be taken to other areas of the church.
- 3) Each group using kitchen is responsible for cleaning up kitchen and restoring it to its pre-existing condition. This includes but is not limited to: cleaning of counter tops, stove top, any pots, pans, utensils used, sweeping floor, garbage emptied and discarded.
- 4) Kitchen linens are not available for usage outside of church-sponsored events.
- 5) All cleaning of kitchen linens should be coordinated through the Kitchen Committee.

Equipment/Property

- 1) Individuals or groups who use BBC property will be financially responsible for property that is lost, stolen or damaged due to abuse or misuse.
- 2) Please report damaged or missing property to the FLC Event Coordinator.
- 3) All property must be returned to its proper place.
- 4) Equipment will be checked out by a responsible adult.

Liability

- 1) The use of the FLC facilities and all property will be at the risk of the participant.
- 2) Belmor Baptist Church does not make and express or imply warranty of the premises, the equipment, machinery, fixtures or furniture.
- 3) Notice of this fact will be provided to participants, guests and visitors.
- 4) Please report any injury to the FLC Event Coordinator or sponsor in charge of event.
- 5) Regarding sports teams, proof of team insurance must be provided, or each team member must sign a waiver releasing BBC from all liability.

Fees

- 1) For all usage of the FLC not sponsored by a BBC member, usage will be at the discretion of the pastor and the Building/Grounds Committee with a minimum one-time usage fee of \$500 for use of the facility. This fee must be paid in full at time of reservation.
- 2) All sports teams using the FLC under the sponsorship of a BBC church member will pay \$25 per usage.

Thank You for Your Cooperation and May God Bless,

Belmor Baptist Church
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