

Breath of Life Ministries, Inc. (BOLM)

Guidelines for Buildings and Grounds

Preface

All activities of all ministries shall be done in a manner that respects the sacred character of these precincts. All people shall be welcome, regardless of race, sex, or financial status.

Religious activities of all ministries using the facilities shall not cause scandal or embarrassment to our neighbors and shall honor the basic traditions of orthodox Christianity. Jewish or Muslim practice that is compatible with Christian belief shall be allowed. The practice of cults or secret lodges is not appropriate.

Use of Space

No furnishings, liturgical appointments, art, flowers or decorations shall be moved or altered without specific permission to do so.

Use of the organ, pianos, or other musical instruments is by permission of the Department of Worship and the Pastor only. Ministries are welcome to bring in acoustical equipment, drums, or audio systems, but are responsible for their security and removing them after each event.

Precaution must be taken to ensure that electrical systems are not overloaded.

Audio and acoustical levels must be kept at reasonable levels that do not disrupt other activities taking place at the church at the same time.

The audio system installed in Breath of Life Ministries, Inc. is professionally maintained and is not to be altered under any circumstances. Any ministries requiring different sound must provide their own microphones, speakers, and other equipment.

BOLM cannot provide storage for any equipment, furnishing, or material of any other ministries using the church, except in rare cases, where permission must be obtained in advance.

People and ministries using the facilities are asked to take care of removal of any trash incurred while using the facilities. There are adequate wastebaskets placed in all areas for this purpose, including the bathrooms. Confetti, rice, birdseed, or glitter should never be used.

Children should be supervised at all times, and must not be allowed to roam freely through the facilities.

No food or beverages are permitted in the sanctuary. In other areas, permission must be granted in advance for such purposes. Wine and champagne may be served with permission only; beer and liquors are not permitted.

When the sanctuary is used, we urge ministries to ensure that children and youth will not play with pencils and envelopes in the pews. Upon completion of the event, each group is asked to ensure that all Bibles are left in good order in the pews for the next group to use.

Smoking is not permitted in any public area, including rest rooms, or directly in front of the doors of the building.

Scheduling Activities

Please contact BOLM after 10:00 am to schedule events. Do not contact the Pastor for this purpose.

No activity may be scheduled which conflicts with the programs or activities of Breath of Life Ministries, Inc.

Ministries using the facilities are urged to check the wall calendar located in the Administrative office regularly. This lists all the events that are scheduled for our facilities.

Any damage or loss of equipment, furnishings, etc. should be reported to the Administrative office as soon as possible.

Any problem experienced while using the facilities or working with BOLM staff or members should be reported to the Administrative office as soon as possible.

Financial Remuneration and Liability

Individuals and ministries using BOLM are responsible for any damage or loss occurring during their use of the buildings and grounds. On the other hand, BOLM is not responsible for any personal injuries or losses that occur while using the facilities. BOLM also will not be responsible for security of any equipment or material stored in the facilities.

Security

Ministries using the church facilities agree to take mutual responsibility for maintaining the security of the building.

Valuables should be kept out of reach from thieves.

Windows and doors should be shut and locked when leaving the facilities.

Only ministry staff with building alarm security codes and personal pass codes should unlock church doors. Persons without knowledge of security procedures should not be given keys. Only Property Management members or the office staff should duplicate keys.

People begging for money should be ministered to in order to find out what is the need. They should never be given cash, as that may encourage them to return and can frighten some people. Should disturbances occur, contact the police immediately.

All strangers should be personally escorted to the nearest exit. Even while using the rest rooms, they should be kept under surveillance at all times to prevent them from hiding or wandering into unoccupied areas of the church.

BOLM can be a very busy place, as well as being a very beautiful church. We hope that we will take pride and responsibility in preserving this precious heritage for the next generation. We hope that as one family we can take responsibility for helping each other share these facilities.