

### **Ministry Event Planning Policy**

In order to ensure proper communication of church-sponsored events, all approved ministry leaders should regularly consult with the staff elders about the dates of ministry events in order not to conflict with other church events. In addition to this, ministry leaders should consult the staff elders about events that include:

1. The use of the church building (other than regularly scheduled meetings).
2. Travel to other locations.
3. Speakers (other than those already approved).