



ST. PAUL'S EPISCOPAL CHURCH

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Technology Use Policy – St. Paul's Episcopal Church, Sharpsburg

Adopted by the Vestry of St. Paul's Church 02/19/2023

This policy encompasses all aspects of St. Paul's electronic communication assets and internet connectivity. It includes, but is not limited to, use of church internet connectivity, church owned widescreen television and all associated hardware (e.g., cables, controllers, speakers), access privilege to the church homepage hosting site (e.g., edit, e-mail), management of public facing internet media (e.g., St. Paul's Facebook page).

1. All internet and technical infrastructure at St. Paul's is under the control of the Rector and overseen by the Vestry.
2. All users of these resources shall ensure their activities:
 - a. Receive prior permission by the Rector,
 - b. Do not expose the church to negative publicity or significant legal liability, and
 - c. Reflect positively on the church,
3. All users shall receive instructions on the use of these resources prior to first use.
4. Non-church users who are provided privilege to independently use these resources are responsible for any damage/loss incurred as a result of misuse/loss of resources while under their control.
5. There is no cost to members of St. Paul's (or people associated with St. Paul's) for using these technical resources as part of activities on Church property. (See also Building Use Policy)
6. The tech support honorarium for non-church organizations/individuals shall be \$100 at minimum with additions at the discretion of the Rector reflecting the specific level of technical assistance required (e.g., guidance, set-up, troubleshooting, preparing presentations).