

NAMING OF CONGREGATIONAL ENTITIES

This policy applies to the naming of buildings, rooms, areas, and the commemorative labeling of objects on the Unitarian Universalist Congregation of Asheville campus.

Policy

In our covenant we state: *Our life together declares that the future of each depends on the good of all and the future of all depends on the good of each.* Because of this and the history within our congregation of not naming congregational entities except for rare instances, it is preferable to limit the public and permanent naming of buildings, rooms and other entities. All who give should be recognized by having their names listed on a plaque placed appropriately.

However, there are occasions when it may be fitting to name buildings, room areas and other tangible assets and thus this Naming Policy.

- Final approval of names, entities to be named and commemorative labeling of objects shall be made by the Board of Trustees upon the recommendation of the Executive. No formal commitment for naming may be made without this approval.
- The Board of Trustees upon the recommendation of the Executive shall specify a minimum size of financial contribution necessary to qualify as a major or significant financial contribution.
- Naming opportunities may be given for the following reasons:
 - In appreciation for a major or significant financial contribution of at least 50% of the cost of a building.
 - In appreciation for a significant or major contribution of at least 50% of the cost of an entity other than a building.
 - In appreciation of service or leadership as deemed appropriate by the Board of Trustees upon the recommendation of the Executive.
- Eligible names may include the surname of the contributor, may honor famous Unitarians and Universalists as identified on the UUA website, or may celebrate concepts reflective of UUA principles or locations important to UU history.
- Memorial or honorary gifts of objects, such as books, furniture, musical instruments, etc. may possess a commemorative label.

- Solicitation of funds shall not offer naming opportunities unless a potential contributor initiates such a discussion. As noted above, no formal commitment for naming may be made without the approval of the Board of Trustees upon the recommendation of the Executive.

Revision History	
Responsible Staff Member: Director of Administration	
Date	Description of revision
May 2014	Created
December 2018	Reviewed; no changes