

UNITARIAN UNIVERSALIST CHURCH OF THE DESERT
Copyrighted Materials Use Policy

Purpose: This policy documents the Unitarian Universalist Church of the Desert's (UUCOD) process for the use of copyrighted materials.

Applicability: This policy applies to copyrighted materials used by the UUCOD in its worship services and other activities. These materials may include, but are not limited to, music (lyrics, musical score, and performances), written materials such as poems or articles, video clips, and visuals (imagery).

Policy: It is the policy of UUCOD not to use others' work without appropriate permissions unless the material is covered by fair use, is in the public domain, or standing or pre-authorized permission exists, including any duly acquired license. This policy and related procedures are based on guidance provided by the Unitarian Universalist Association on these matters (www.uua.org).

Releases/Permissions: The UUCOD will secure general releases or specific permissions for use of all copyrighted materials, including securing licenses and paying for use when required. Additional approvals may be required for one-time or infrequent use of copyright-protected materials. It is assumed and understood that some customization of releases/permissions will be required periodically.

Authorities: The UUCOD Board of Directors is ultimately responsible for ensuring that the church complies with the laws governing use of copyright-protected material.

Roles and Processes: Roles and processes related to the use of copyright-protected materials will be developed by the group(s) using these materials and must adhere to guidelines addressed in this policy. Some examples include Production, Chalice Circles, and Lifespan Spiritual Growth.

Retention and Future Use: UUCOD will retain its work product that includes copyright-protected materials and use it according to the agreed-upon terms and conditions contained in the release.

President: Jane Zaun
Secretary: Rod Belshee