

FLAT SPRINGS BAPTIST CHURCH

Sanford, North Carolina

Policies Manual

Title Bereavement Committee	Policy Number 018	Page: 1 Of: 2
Yearly Elected Committee Members	Date of Revision: 3/13/2016	Level of Revision: 2

I. Purpose

To prepare a reception in the Fellowship Hall, at the request of the family, for a church member after the funeral service.

II. Definitions

Bereavement Committee – members of Flat Springs Baptist Church selected by Nominating Committee and approved by church members.

III. Procedure & Responsibility

1. Committee members to serve from September 1 through August 31 of each church year.
2. The Bereavement Committee will make a recommendation for the budget to the Finance Committee for this committee's work each year.
3. Set up Fellowship Hall – tables and chairs
4. Prepare food and drinks
5. Comply with kitchen and Fellowship Hall policies (posted in kitchen and in policy manual for Hospitality Committee # 010.)
6. Committee members will help with planning and serving for this special church related reception.
7. The Bereavement Committee, based on expected numbers attending the funeral, will provide the same reception for any family that requests it. If another group in the church or the family would like to offer a different reception than we normally provide, the Bereavement Committee will yield the responsibility of the reception to that group at that group's expense.

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IV. Related Documents

V. Supersedes Document

Revisions

<u>Revision Level</u>	<u>Revision</u>	<u>Revision Made By</u>
0	Original 6/9/2013	
1	12/13/2015	BC- Reviewed & Revised
2	3/13/2016	BC Revised