

FUNERAL POLICY

Lutheran Church By The Lake

10//2022

By virtue of:

- (1) A death in the family being one of the most traumatic, emotional times that persons experience and, therefore, a time when support and care are most needed, and
- (2) Our mission statement at Lutheran Church By The Lake is: **“We are called as a community of faith to preach the Word, administer the sacraments, and carry out God’s mission to our neighbors and the world”**

The following policy was adopted by the Congregation Council, October 2022 and applies to both members and non-members:

Funeral Services Provided By Pastor

- **For members of LCBTL: An honorarium from the family should be given directly to the pastor for services.**
- **For non-members: A fee of \$150.00 made payable to Lutheran Church By The Lake should be presented on the day of the funeral. The church Treasurer will then compensate the pastor.**

Funeral Services Provided By Accompanist

All arrangements for music should be made in consultation with the LCBTL Director of Music and/or the LCBTL Accompanist

- **Members and Designated Friends of the Church:** An organist or pianist will be provided by the church for funeral services. Families of members who wish to make a donation to Lutheran Church By The Lake to cover this cost may do so by making payment directly to Lutheran Church By The Lake. Any other musical costs (vocalist(s), instrumentalist(s), etc., will be the responsibility of the member/family and paid directly to the musician(s).
- **Non-Members:** Will provide an honorarium to the church in the amount of \$75.00 made payable directly to Lutheran Church By The Lake for the accompanist who will be paid by the church treasurer. Any other musical costs (vocalist(s), instrumentalist(s), etc., will be the responsibility of the member and non-member family and paid directly to the musician(s).

Use of Building(s)

- Members may use the Sanctuary and Bridge Fellowship Area without charge for funerals for themselves and family members. Use of the ARK for Members is \$65.00/four hours.
- Non-Members with no familial relationship to the church will be charged a \$200.00 fee for the use of the Sanctuary and \$75.00/four hours for use of the Bridge Fellowship Area or \$125.00/four hours for use of the ARK.

Technology Crew

- Members and Non-Members will be provided with basic sound (microphones) at no cost.
- Non-members will be charged an additional \$50.00 Live-Streaming Fee if they choose this option for a funeral service.

Flowers

- **Flowers for funerals are at the expense of families of both members and non-members and are to be placed on flower stands, not affixed to walls or furniture.**

SUMMARY OF COSTS

Total Cost Non-Members:

\$100.00 *	Sanctuary Rental
\$150.00 *	Pastor Honorarium
\$ 75.00 *	Accompanist
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\$325.00 *	<i>(Basic Non-Member Cost)</i>
+	
\$50.00	Optional Live Streaming Fee
\$65.00/4 hrs *	Optional Use of Bridge Fellowship
\$125.00/4 hrs *	Optional Use of ARK Fellowship

***Checks made payable to *Lutheran Church By The Lake*
Flowers and Additional Musicians paid directly to vendors**

Total Cost Members :

\$0	Use of Sanctuary
\$0	Use of Bridge
\$65.00/4hrs	Optional use of ARK

**Members may provide an honorarium directly to the Pastor*

**A donation to Lutheran Church By The Lake to cover the cost of the Accompanist and other miscellaneous expenses may be made payable to: Lutheran Church By The Lake*

SEPARATE DOCUMENT PROVIDED TO FAMILIES:

Arrangements for meal following a funeral:

When a family requests a meal in the ARK Fellowship Hall to follow a funeral, the pastor will inform the family that a Funeral Meal Coordinator will be contacting the family regarding arrangements.

The Funeral Meal Coordinator will advise the family of the following: that the meal (finger food, sandwiches and dessert) can be provided by the church, that it can be held in the Fellowship Hall and that there is no charge for both members and non-members. The cost of flowers and commercial food will be the responsibility of the family. We consider it our privilege to assist in such a way at such a time. If the family wishes to provide the food or to make a donation to the church, certainly that is acceptable.

The women of the church will set up, serve and clean up for the meal provided by the church or provided by the family.

The coordinator will send an email to the entire congregation, providing details of the funeral and meal and asking for food donations. In the email, the coordinator will ask for a response if food can be provided and provide her name as the contact person.

The Funeral Meal Coordinator will contact the group leader of the Kitchen Crew whose turn it is to serve. The coordinator will also serve as the contact point between the family and the group leaders. The coordinator will work with the Kitchen Crew leader to determine if enough food will be provided. If additional food is needed, the coordinator will work with the group leader of the Kitchen Crew to make personal calls to the women of the church and ask for additional food donations.