

September 30, 1995

Memo

To: Jean Weynand and Worship Committee
From: Para Drake, Chair of Altar Guild
Re: Notes for Worship from our meeting

Minutes of today's meeting will be forthcoming. Following is a list of the items for your attention:

1. Depending upon the approval of the date, at 3 pm Sunday, December 10, the Altar Guild is planning to have our annual fellowship tea. We would like the Worship Committee and the Ushers to join the Guild members, Acolytes, and Crucifers. If you agree, we ask that the Committee bring several items of "finger food" and a couple of members meet at 2 pm to help with set up. Currently, we plan to set up the food in the Bradshaw Room and have the Parlor open, too, for fellowship. Please call Marcia Grogan to let us know; she is responsible for coordinating the food.

2. We discussed the actions of the Worship Committee August 31 and have the following suggestions:

-The Ushers. After the Oct. 1 "walk-through", the Altar Guild will not plan any more training for the Ushers. It was reported that several of the new Ushers have spoken to monthly workers expressing a desire for instruction. The A.G. feels that this is an ongoing need, as new members and new Ushers perhaps do not have the background or experience of those who have been in the congregation for a longer period of time. Because of the close relationship of the AG and the Ushers, we request that someone from the AG be a part of the training for Ushers.

The Altar Guild understands that the Spence-Kale class is in charge of closing the doors on either side of the altar and waiting there for the Acolytes and Crucifer to finish the lighting of the candles. The AG also requests that those who do this bring some bulletins from the narthex with them and place them on the pew for those latecomers. (This is in response to the note that there are not enough bulletins at those entrances. This frequently depends upon the weather.)

yes! -Ushers and funerals: building access. The AG recommends that the AG Funeral Committee be expanded to include ushers and greeters, among whom are men who would be responsible for the doors of the Church. The greeters would be posted at the back entrance near the elevator and near the office to show visitors how to enter the sanctuary. It was noted that, at the last funeral, the main building access to the elevator was unavailable and the doors to the basement in the sanctuary were locked.

The AG is not willing to be responsible for the opening and closing of the sanctuary; it is not part of Altar Guild duty and many of our members are older and female and do not want to be in the position of being alone in the

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building. The consensus was that men should be present and responsible for that task. It was also suggested that, perhaps, some men in the Spence-Kale Class would be available and willing to serve the Church in this way.

3. Church hospitality. In the general conversation about the situation with the Funeral and Wedding Committees, Ushers and Altar Guild, we talked about how, when there are weddings and funerals, our Church is in the position of giving "hospitality" to those who are strangers. Those who rent our space for weddings do so at a dear cost. Some noted that we need to help those come into our building easily and that the reflection of others' experiences here is important. Our congregation's hospitality to itself, also, is important. Worship is an event; our attention to others who are worshipping with us tells them who we are and will attract those who find hospitality. We hope to find other ways to be more accessible to those who are visiting and those who are handicapped.