

# St. Paul United Church of Christ

# Dozen and One



## CHAIRMAN DUTIES:

- The chairman calls the group the week before their month begins.
- The chairman checks with the church office for dates already on the calendar for your month and/or special events coming up.
- The chairman should turn in a list of the greeters as soon as possible to the church secretary.
- Monetary contributions can be made to the chairman to be used for items needed for coffee hours, etc.

## ROUTINE ACTIVITIES AND DUTIES:

- **Greeters** - Appoint two for each Sunday of the month. Extra services such as Lent, Christmas Eve., etc. must have greeters also.
- **Altar Committee** - The greeters should cover the altar after the service. The covers are under the Lectern.
- **Funerals** - Be prepared to furnish food and assist the Women's Guild in serving a meal following a funeral.

## RESOURCE PEOPLE

**General Chairman** - Marjean Watson (832-9508)  
**Church Secretary** – Margaret Weber (330-879-5836)  
**Altar Flower Chairman** - Patsy Benson (879-5656)  
**Funerals** - Suzanne Turner (879-5602)

**IF THERE ARE ANY QUESTIONS CONCERNING THE COMMITTEES, IF YOU KNOW OF ANYONE'S NAME WHO IS NOT LISTED AND SHOULD BE, OR IF YOU WISH TO HAVE YOUR NAME DELETED FROM THE DOZEN & ONE LIST, PLEASE CALL THE CHURCH OFFICE AT 879-5836.**