

## **Davisburg United Methodist Church**

### **Funeral Policy**

The death of a loved one, regardless of the circumstances, is a time of significant loss and grief. Because this is such a difficult time for the family or church family who has suffered the loss, Davisburg United Methodist Church will offer a ministry of love, hope, concern and compassion to all who grieve.

The Christian funeral service is a declaration of the Christian message of death and resurrection. It deals honestly and directly with the fact of death in seeking to promote healing and bring comfort to the bereaved. As an act of corporate worship, the heart of the funeral is the faith declaration of the gospel message. Participants are encouraged to view this service as a worship experience.

As Christians we believe that God in Christ has conquered death. Death brings separation and decisions that are very painful but our Christian faith enables us to witness to our faith as we make final arrangements for our loved ones.

The Funeral or Memorial Service is normally held in church, cemetery, chapel or the funeral home. The Pastor will support the family in their decision on where the service will be held encouraging them to consider the church. Their church is familiar, designed for worship, and is rich with the symbols of their faith.

Pastoral counseling is one of the most valuable services the church provides to its members at the time of death. When a death occurs, the Pastor or minister should be consulted immediately because he or she is uniquely equipped to give those Christian services the bereaved family needs at that time. There will be important decisions that the family has to make at this time that the minister is able to discuss objectively with love and compassion. The minister will need to meet with the family also to arrange the funeral service.

#### **What is the difference between a funeral and a memorial service?**

Simply put: the body of the deceased is at a funeral service whereas the deceased remains or no remains are at a memorial service.

1. Funerals for members of the church family will be directed by the Pastor, who will work closely with the family in planning the service.
  - a. It is important that the pastor meet with the family as soon as possible to discuss how the service can be planned to meet the needs of the family.
    - i. The traditional ritual may be used or amended at the direction of the pastor.
    - ii. Appropriate music should be selected.
    - iii. Witness or eulogy talks may be planned.
    - iv. Other pastors may be invited to participate in the service.
    - v. Military or fraternal rites may be discussed with the pastor.
  - b. The pastor or his/her representative will discuss church policy and practices for decorations, flowers, guest register and other physical details.
  - c. The pastor or his/her representative will handle funeral details as follows:
    - i. Arrange for ushers as needed.
    - ii. Alert the Care Team to provide food or other support as needed.
    - iii. Prepare funeral worship service bulletins.

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- iv. Advise the Calendar Coordinator of facility use requirements, special furnishings, need for room for family to gather, and similar details.
  - v. Advise church staff of funeral arrangement details, funeral time and date, and the name and address of the funeral home.
  - vi. Placement of flowers or other decorations or memorabilia will be directed by the pastor or his/her authorized staff person.
- d. The Worship Coordinator will make arrangements for pianists, soloists or other music needs.
2. It is customary, but not required, for the family to offer an honorarium to the musicians who perform at funeral services.
    - a. The family may provide an honorarium for the pastors directing the funeral service, but this practice is not to be suggested or required. The church provides funeral services at no charge or cost to the family of the deceased.
  3. THE FUNERAL OF AN INDIVIDUAL WHO IS A FAMILY MEMBER OF A CHURCH MEMBER will be conducted in the same way as church member funerals.
  4. The pastors may approve and direct funerals for INDIVIDUALS WHO ARE NOT CHURCH MEMBERS.

#### **Options for the Rite of Burial:**

All Davisburg United Methodist Church members and their family are welcome to be buried from Davisburg United Methodist Church with a funeral in the church.

If the deceased did not attend church regularly, it would be more appropriate for a Funeral Service to be held at the Funeral Home with respect to the deceased denominational connection.

Non-church members who live within the territorial boundaries of Davisburg United Methodist Church's area are also eligible to be buried from Davisburg United Methodist Church, but if they did not attend regularly we would encourage family to arrange for a funeral service at the Funeral Home instead of at Davisburg United Methodist Church.

If an outside Pastor is asked by family members of the deceased to participate in the services, he must be of like faith and order; otherwise, he must be approved by Davisburg United Methodist Church's Senior Pastor.

#### **Procedures**

The Funeral Director's staff will personally contact the Pastor and/or Leadership Team to confirm the date and time of funeral and of all the arrangements. Members of the Davisburg United Methodist Church's Benevolence Committee will coordinate all the other funeral arrangements including meals with the family, the Funeral Director, and the Clergy.

#### **Times**

The funeral service date and time will be scheduled with the Pastor.

#### **Fees**

##### **Church Members**

Members and their immediate family members (father, mother, child, and spouse) may use the Davisburg United Methodist Church's facilities at no cost.

##### **Non-Church Members**

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Non-Church members shall obtain approval of from the Pastor for use of the Davisburg United Methodist Church facilities for funerals. The requested donation to the church is a minimum of \$300 to maximum of \$1,000 deposit prior to funeral depending on facilities and personnel to be used (unless it would create a hardship on the family).

Refunds will be mailed by check to person paying deposit, and fees greater than the deposit requested to be paid prior to depositor's departure of funeral, and fees not paid prior to depositor's departure will be billed to depositor's address in record. All food and beverages are to be served in the kitchen/fellowship area only.

### **Funeral Supervision**

A Davisburg United Methodist Church Administrative Board Member or their appointee must be on Davisburg United Methodist Church grounds for funerals of non-church members. He/she will available and facilities open one hour prior to scheduled time to begin funeral. He/she is to coordinate funerals on Davisburg United Methodist Church grounds and will do his/her best to accommodate family and guest, but his/her decisions will be final in all matters while on Davisburg United Methodist Church grounds.

No alcohol or drugs allowed on Davisburg United Methodist Church grounds. Smoking permitted outside in designated areas or not within 50 feet of any door or window. A Davisburg United Methodist Church Custodian will be responsible for locking all doors and making sure all lights are out.

### **Nursery for Funeral**

The nursery area will not be open unless special arrangements have been made by the family of the deceased 48 hours in advance of the funeral, the Davisburg United Methodist Church Nursery Attendant must be used to supervise nursery. The Davisburg United Methodist Church Nursery Attendant will arrive 15 minutes prior to scheduled time of event. Davisburg United Methodist Church requires only 5 children, ages 3 years or younger, per nursery worker. Additional nursery workers may be used to assist the required Davisburg United Methodist Church Nursery Attendant secured.

### **Funeral Luncheon/Dinner Guidelines**

It is the practice of Davisburg United Methodist Church to offer members, past and present, constituents and their families the option of having a funeral luncheon/dinner at the church following the funeral service.

The pastor should offer this service to the deceased's family when they are contacted to make funeral arrangements. The pastor will then notify the Benevolence Committee Chairperson to make the proper preparations.

The Benevolence Committee is responsible for:

1. Set-up & Take Down Of Tables And Chairs
2. The Purchase of, preparation and serving of food
3. Clean-up and sanitation of kitchen

The family should designate a person (1) to coordinate with the church, all activities relating to the funeral luncheon/dinner. If the family's designee is unable to coordinate the events the family will designate a replacement person to continue the process.

Church members will be asked to provide, free of charge, desserts and salads for the meal. Secondary planning is to occur to address insufficient provision of desserts and salads.

The family of the deceased is responsible for reimbursing Davisburg United Methodist Church for all supplies and food that must be purchased. This can include, but is not limited to:

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1. Meat
2. Potatoes
3. Vegetables
4. Bread Rolls
5. Coffee
6. Condiments
7. Paper/Plastic Products
  - a. Plates
  - b. Bowls
  - c. Napkins
  - d. Placemats
  - e. Silverware

Davisburg United Methodist Church has a standard menu, but the families may request/change/add to or provide other dishes with any additional costs to be covered by the family or those making the request/change/addition. The family's representative should contact the (DUMC Designated Person) to coordinate the meal and confirm the approximate number to be served. All leftover food will belong to the family and left to their discretion as to dispersal.

- Tables and chairs need to be set-up the night before the luncheon/dinner with one (1) additional table set for eight to accommodate any unplanned attendees.
- The Thermostat is to be adjusted accordingly to the season for comfortable and proper temperature.
- Hot water tank will need to be check to verify proper operating temperature.
- A clean-up crew will be needed to dispose of all trash, wipe down all tables and put away all tables and chairs to their proper location.
- Placemats will be standard and table cloths will be used if requested (but are not offered).
  - Table cloths will need to be laundered directly after luncheon/dinner by designee/volunteer.
- Dish towels and dish clothes are to be laundered directly after luncheon/dinner by designee/volunteer.
- Dishes and cups are to be disposable.
- Silverware may be plastic or the church's stainless (decision left to Benevolence Committee).
- Vases and flowers, if used, are to be returned to their proper storage area after luncheon/dinner.

### ***Funeral Homes***

<b>Dryer Funeral Home</b> <a href="http://www.dryerfuneralhomeholly.com">www.dryerfuneralhomeholly.com</a>	248-634-8291	101 North 1 <sup>st</sup> Street Holly, MI
<b>Wint Funeral Home</b> <a href="http://www.wintfuneralhome.com">www.wintfuneralhome.com</a>	248-625-1766	5929 South Main Street Clarkston, MI
<b>Coats Funeral Home</b> <a href="http://www.coatsfuneralhome.com">www.coatsfuneralhome.com</a>	248-674-0461	3141 Sashabaw Road Waterford Twp., MI
<b>Coats Funeral Home</b> <a href="http://www.coatsfuneralhome.com">www.coatsfuneralhome.com</a>	248-620-4142	8939 Dixie Highway Clarkston, Mi
<b>Elton Black &amp; Sons Funeral Home</b> <a href="http://www.eltonblackandsonwhitelake.com">www.eltonblackandsonwhitelake.com</a>	248-363-7135	1233 Union Lake Road White Lake Twp., MI
<b>Elton Black &amp; Sons Funeral Home</b> <a href="http://www.eltonblackandsonwhitelake.com">www.eltonblackandsonwhitelake.com</a>	248-889-1500	3295 East Highland Road Highland Twp., MI

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803 Broadway, Davisburg, MI 48350  
248-634-3373