

Funerals, Memorial Services, & Inurnment Policy

Revised: April 2024 Approved by Church Council 1/7/2024



Myers Memorial United Methodist Church

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Why a Church Funeral? (*From United Methodist Book of Worship 139-140*)

1. This service is found in UMH 870-75. It is a service of Christian worship suitable for funerals and memorial services. It should be held in the church if possible and at a time when members of the congregation can be present. If the service is to be held in the church and led by anyone other than the pastor of Myers congregation, it should be done at the invitation of that pastor. This service is intended for use with the body of the deceased present, but it can be adapted for use at memorial services or other occasions.
2. The Pastor should be notified immediately upon the death of a member or constituent of the congregation. The pastor may have an important role in notifying others of the death.
3. Plans for the service and all other ministries following a death should be made in consultation with the family and subject to the approval of the pastor. If the family requests that there be military, fraternal, or other rites in addition to the sequence and interrelationship of these services so that the service is not interrupted with other rites, and so that its integrity is supported and not compromised.
4. The Service of Death and Resurrection itself, commonly called the funeral or memorial service, brings into focus the whole ministry of the Church at death. It presupposes that the encounter with the body of the deceased and the closing of the coffin have already taken place, and for this reason the coffin remains closed throughout the service and thereafter.
5. The coffin may be covered with a pall (a large cloth with a cross and other Christian symbolism), an act whose meaning is declared by the words: **“As in baptism *Name* put on Christ, so in Christ may *Name* be clothed with glory.”** The same pall is used in a congregation for all funerals and is a witness that everyone is equal before the table of the Lord. For each service the pall should be clean and free of wrinkles, and flowers should never be placed on top of it. Alternatively, the coffin may be covered with a flag, or flowers may be placed on it. – United Methodist Book of Worship (139)

Arrangements

1. At the initial conversation with the pastor, families will be provided Myers Memorial UMC Funeral Policy. The pastor will coordinate with church calendar and staff to schedule the service.
2. In the event that the family will not be using the assistance of the funeral home, a Myers Memorial UMC funeral director is **required**.

Pastor

1. Myers Memorial UMC requires that a clergyperson appointed to the congregation either preforms or approves a guest United Methodist clergy for the service. A clergy person from another denomination may be invited to assist with the ceremony at the discretion of the Myers Memorial UMC pastor.
2. All clergy will use the United Methodist Book of Worship for all services performed at Myers Memorial UMC.

Funeral Director

1. Most families will use the resources of a funeral home who will provide a funeral director.
2. Funeral Directors assist with logistics on the day of the service.
3. MMUMC requires a trained Funeral Director if the family is not using services provided by a funeral home. This person will be compensated by the family.

Worship

1. The Christian service is an occasion of corporate worship, and the church considers it sacred religious service. Therefore, it should be one of participation and not mere observation. We encourage the congregation to participate in the service through unison prayers, scripture and singing of hymns. The pastor will help plan the service and will work with organist and other musicians. Services can include **up to two guest speakers and two special music selections.**
2. Music is a traditional and beautiful part of the ceremony, and music of sacred or classical nature is preferred. Other music may be approved by pastor and staff. Audio recordings may only be used at the discretion of the pastor. All music, soloists, and instrumentalists must be approved by the pastor and invited to participate by the Pastor.
3. The church organist will be available to play for the funeral. Normally there is a 10-to-15-minute prelude of organ music before the service. It is best to allow the organist to select this music from his/her repertoire. Families can request music for processional and recessional.
4. Upon special request, an organist other than the Myers Memorial UMC organist may be used; however, **that person must be approved by the Director of Music/Pastor.**

5. If a soloist or instrumentalist is used, he/she should consult with the organist to arrange rehearsal time prior to the day of the service. **Additional fees are to be paid to additional musicians.**
6. If the family wishes to use guest speakers, they are encouraged to write what they will say and keep their remarks to 5 minutes. The Pastor should be informed of the nature of the remarks.
7. A table can be provided in narthex for the family to display pictures. Pastor or Funeral Director will advise. The family is responsible for set-up and clean up.

Technology

1. A livestream of the service can take place. A box cast link will be provided to the family who can share with others as they wish. All requests for recordings should be cleared with the pastor or funeral director.
2. Photo slide shows can be shown **before** the service or during visitation. They must be brought to the technology team in **MP 4 format on a flash drive only**. If Myers Memorial UMC provides the slide show, the cost will be **\$100**. Photo must be provided in a digital jpeg format on a flash drive.
3. A trained sound technician will be required to assist with the service and compensated for their services.

Flowers

1. Floral arrangements are not permitted on the altar, pulpit, or lectern, but on floral stands available in the chancel. Protective means should be taken with the use of all plants and floral arrangements. Floral arrangements and candles should be kept simple so as not to detract from the Christian symbols in the sanctuary. Additional flowers can be used in the Narthex. The funeral director/pastor will help arrange the flowers in the chancel area.

Visitation

1. A visitation can be hosted prior to the service or after the service. This should be coordinated with pastor, funeral home, and/or Myers Memorial UMC funeral director.
2. Visitation can take place in the sanctuary, the narthex, or the Christian Fellowship Center.

Family Meal

1. As a gift to the family, Myers Memorial UMC wishes to provide food on the day of the service. Family meals may be hosted in the CFC or delivered to the family home, or a reception can be provided in the CFC. Bereavement Team Chairperson will coordinate.

Funeral Hospitality

1. A volunteer team will be available on the day of the service to prepare the sanctuary, welcome guests and assist as needed. Funeral Hospitality Chairperson will coordinate.

Columbarium

1. Committal services can take place in our columbarium before or after the service for those who have purchased a niche.
2. Ashes can be present. If committal takes place before the service ashes will not be brought to the sanctuary. If committal happens after the service, ashes will be brought to the columbarium by the funeral home.
3. Inurnment may or may not take place on day of committal. Cremated remains are to remain in the family's possession or at the funeral home until inurnment.
4. Inurnment will follow the MMUMC columbarium rules and will take place once the niche plaque arrives.

Fees

Pastor Honorarium	Honorarium
Organist	<u>\$75.00</u>
Special Musicians	<u>\$75.00</u>
Sound Technician	<u>\$50.00</u>
Myers Memorial UMC Funeral Director	<u>\$100.00</u>
Photo Slide Show	<u>\$100.00</u>