

# St Paul's U.C.C.

## 2010 Committee Meeting Minutes

**Committee:** Diaconate  
**Meeting Date:** 01-03-2010  
**Meeting Time** immediately after church

**Chairperson:** Carolyn Doulas  
**Note taker:** Carolyn Douglas  
**Attendees:** Connie Duling, Carl Duling, Sue Barker, Jackie Eppert, Clark Douglas, & Pastor Linda, (Worship Committee Cindy Tassi, Debbie Wibe, Evelyn Ostrander)

### AGENDA TOPIC Treasurer

#### DISCUSSION

Connie Duling volunteered to be treasurer so please give receipts for all expenses to her and indicate whether it is a donation of expense to be charged to Diaconate and indicate whether charge was made to General Fund or General Fund.

### AGENDA TOPIC Communion

#### DISCUSSION

Communion will be on the 1st Sunday of each month

Servers will make sure there are communion cups, doilies, wine, grape juice and bread. They will also set everything up for communion.

Servers:

Jan 3<sup>rd</sup> Clark, Carolyn, Connie and Carl  
Feb 7<sup>th</sup> Ron, Jackie, Sue and Carl  
Mar 7<sup>th</sup> Clark, Carolyn, Jackie, Connie  
Apr 4 (Easter Sunday) Sue, Connie, Carl, Clark  
May 2<sup>nd</sup> Ron, Jackie, Carolyn, Sue  
June 6<sup>th</sup> Sue and Dorothy - intinction

Check with Pastor to see if there will be communion at Sunrise Service and during Lenten Suppers (usually on Ash Wednesday and Maundy Thursday)

Carolyn will check with Pastor –will also check to see about serving pew or intinction

Check to see if Communion Cloths need laundered or sent to cleaners

### AGENDA TOPIC Coffee after Worship Service

#### DISCUSSION

Responsible for setting up and serving also make sure cookies will be available

No coffee January 10<sup>th</sup> due to Organizational Meeting

2<sup>nd</sup> Sunday of each month: Clark and Carolyn

3<sup>rd</sup> Sunday of each month: Ron and Jackie

4<sup>th</sup> Sunday of each month: Sue, Carl and Connie

5<sup>th</sup> Sunday of each month: Clark and Carolyn

Carolyn will prepare and post Cookie signup sheets

Jackie and Carolyn will check on paper products and purchase what is needed

Will coffee be served on Mother's Day, Father's Day, Nov 21<sup>st</sup> Decorating Party,

Dec 12<sup>th</sup> Sunday School Program?

### AGENDA TOPIC Potluck

#### DISCUSSION

Potluck to be held last Wednesday of each month except in March Potluck will be moved to March 25<sup>th</sup>

Set up 1-27 at 4:30  
Check on paper products

AGENDA TOPIC \_\_\_\_\_ Ash Wednesday Service

DISCUSSION

Work with Linda on service and response sheets  
Ashes – Worship will be in charge of getting these  
Menu  
Communion

AGENDA TOPIC \_\_\_\_\_ Lenten Suppers

DISCUSSION

Work with Pastor Linda on service and response sheets  
Plan menus and who will purchase supplies at Feb meeting  
Potluck on February 24<sup>th</sup> and March 24<sup>th</sup>  
Carolyn do signup sheets asap  
Paper products – Jackie and Carolyn

AGENDA TOPIC \_\_\_\_\_ Advent Services

DISCUSSION

Work with Pastor on services  
Get readers?

AGENDA TOPIC \_\_\_\_\_ Quarterly reports and Newsletter info

DISCUSSION

Jackie will be responsible for these

AGENDA TOPIC \_\_\_\_\_ Pulpit Supply

DISCUSSION

Sue will be responsible for making contacts  
Get her list of possible contacts

AGENDA TOPIC \_\_\_\_\_ Announcements, baptism, etc

DISCUSSION

Ron and Jackie will help with Diaconate responsibilities during Worship Service

AGENDA TOPIC \_\_\_\_\_ Special Projects

DISCUSSION

Big Creek Picnic?  
Flower Garden at Madrid Home – we are committed to maintaining this  
Caroling Party?  
Highway signs – signs are made, locations have been approved by DOT and marked  
Install in spring – check to see if we have to check for utility lines  
Choose representative for Search Committee when needed  
Diaconate had approved purchase of 30 cup coffee pot and ice bucket

Next meeting: January 10<sup>th</sup> Organizational Meeting  
February 7<sup>th</sup> Monthly Meeting

Communion Servers for February – Ron, Jackie, Sue and Carl