

McKinney Memorial  
United Methodist Church

## Funeral Service Policy



1607 Nashby Street  
La Marque, Texas 77568

409-935-5797

Email:  
Sr. Pastor: [pastor@mckinneyumc.net](mailto:pastor@mckinneyumc.net)  
Secretary: [secretary@mckinneyumc.net](mailto:secretary@mckinneyumc.net)

Website:  
[mckinneyumc.net](http://mckinneyumc.net)

**A COMFORTING HAND IN TIME OF NEED.....**

Greetings in Christ:

We pray that these guidelines will be a helpful resource for you and your family during the loss of your loved one. We leave these words of comfort with you:

***Almighty God, the One who loves and cares for us in all seasons of our lives, we praise You and adore You.***

***In grief may you find the family of McKinney Memorial UMC a hand of comfort in this time of need. In death may we be reminded of your resurrection power.***

***We pray for peace and strength for this bereaved family. Surround them with comfort and companionship as only You can do.***

***Unite us in love and compassion as we draw closer to You. Increase our faith and devotion to You as we lean upon Your Word that affirms:***

***“The Lord is my light and salvation;  
of whom shall I fear?”***

***“The Lord is the stronghold of my life;  
of whom shall I be afraid?”***

***Psalm 27: 1***

***Eternal God You are our refuge  
and help in the time of trouble.***

***Psalm 9:9***

## **Purpose of the Policy**

- To provide planning and guidance to members in good and regular standing with the church guidelines during a difficult time.
  - To offer our service to non members who would like to host a funeral at McKinney Memorial UMC.
  - To define what Membership means in our church.
  - To educate members and non members on the Special Gift Programs in our church.
- .....

### **Membership**

Membership in the local United Methodist Church shall include all people who have been baptized and all people who have professed their faith.

Professing members have professed their faith in God, the Father Almighty, maker of heaven and earth; in Jesus Christ his Holy Son, and in the Holy Spirit. They keep the vows which are a part of the Baptismal Covenant and reception into the church. One of which is “to faithfully participate in its ministries by their attendance in worship service (unless confined to a nursing home or alternative), their gifts and tithes, their prayers, their service, and their witness.

### **Verification of Membership**

Church membership will be verified by the funeral committee and Pastor. Membership is not designated by proof of a Baptismal certificate alone.

## **Guidelines**

- Contact the church immediately!
- The date & time of the funeral service shall be coordinated with the Pastor or his/her designee in the absence of the St. Pastor.
- Each family will be encouraged to schedule the services at 10:00 AM, unless an earlier hour is necessary in order to permit the processions' arrival at the cemetery at the designed time.
- Night funerals will not be discouraged by any means.
- No Sunday funerals will be considered.
- The family will be responsible for contacting musician (s) for the service. There is a fee associated with a musician for both members and non members. Our practice is to make a choir available when possible to our members.
- In the absence of the Sr. Pastor, it will be the responsibility of the Sr. Pastor to supply a minister for the funeral. An honorarium is always in good order for the Sr. Pastor or Designee and can be provided by the family.
- If the service of a guest minister is requested by the family, it shall be the responsibility of the family to:
  - Contact McKinney's Sr. Pastor for his/her approval before inviting a guest minister.
  - Make necessary contact with guest minister
  - Be responsible for honorarium of guest minister for the service performed
- The right side of the sanctuary will be designated for the family of the deceased and will be reserved as such.
- The remains can be viewed at the beginning of the service. Once the service has begun, the coffin shall be closed and remain sealed. Requests to reopen may be discussed with Funeral directors to be conducted at burial site following the internment service.

- The family of the deceased is responsible for the programs. The funeral home can assist you in its publication. The final draft of the Order of Service must be approved by the Pastor.
- Funeral directors are responsible for the removal of flowers from the sanctuary. Only flowers requested by the family shall remain.
- Flash pictures and/or video lighting equipment are not permitted in the Church during the ceremony.

## **A SUGGESTED ORDER OF WORSHIP**

*In recommending an order of worship, our pastor is happy to plan with you a service that meets your particular needs and wishes.*

***Length of Services shall be one hour to one and half hour long***

*Musical Prelude*

*Processional and Parting View*

*Hymn of Celebration*

*Prayer*

*Scriptural Consolation-Old & New Testaments*

*The affirmation of Faith*

*The Gloria Patri*

*Musical Selection*

*Resolutions*

*Solo*

*Eulogy*

*Recessional*

## **PALL (For Members Only)**

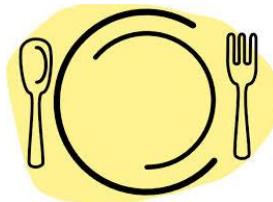
The church has a pall available for use. A "pall" is a large cloth covering for the casket. The pall is a symbol of the fact that in Christ we are "clothed" in grace. In Christ, we put off the old self and put on a new creation. A pall, in covering the casket, symbolically expresses the Christian's conviction that all persons are equal in the eyes of God.

If a pall is used, any flower pall will be removed when the casket enters the Sanctuary. The church pall will cover the casket during the service. Following the benediction, as the casket is taken from the sanctuary, the flower pall will again be placed on the casket.

Please notify the Pastor if you would like to use the Pall

## Fees for Church Use and Personnel

	Members	Non Members
Use of Sanctuary	No Fee	\$350 (4 hours)
Fellowship Hall	No Fee	\$375 (4 hours)
....Set up & Take Down	\$70	\$70
Audio System	No Fee	\$50
		\$100*
Pianist / Organist	\$100	*Fee may change based on musician used.)
Pastor	Honorarium	\$250



### Funeral Repast Meal

#### Members

Inform the pastor if you wish to be provided with this service. He/She will provide you with the hospitality committee contact information.

#### **Here are the guidelines:**

The church will provide the following standard menu for its members:

- 75 people ( Immediate family & out of town guests)
- Any donations toward the meal is accepted and appreciated
- Any amount over 75 guests will be at the cost of \$12.50 per person and must be paid in advance.

Menu (subject to change)  
Meat, Green Beans, Potato Salad,  
Bread, Dessert, Tea or Punch

**Non-Members--\$12.50 per person. Pay in advance Please!**

## **Consider a Memorial Gift**

*The memory of the righteous is a blessing.*"  
*Proverbs 10:7a*

### **Why Give?**

Your gift to McKinney Memorial United Methodist Church is a way of sharing your love, to honor or remember your friends or other loved ones. Your gifts enable the influence of the church to be extended and passed on from generation to generation. Your gift can be made in memory of a departed relative, friend, or associate. You may also chose to honor special occasions, such as birthdays, anniversaries, retirements and congratulations or get-well wishes. Gifts, memorials and bequests are planned giving options that have allowed McKinney the opportunity to make a difference in people's lives.

### **How Will Your Gift Be Managed?**

The church appoints the Sr. Pastor, Finance, and Trustee Committee the stewardship role to provide oversight of gifts, memorials and bequests to ensure that all contributions are used in accordance with the wishes of the donor(s). All gifts are tax-deductible to the limits allowed. You will receive a letter from the church.

### **Funding Your Gift**

The gift may come solely from you or from your family, or it may be a combined gift from family and friends. This enables people outside your family circle to join with you in appreciation for the honoree.

### **Wills**

One of the most important ways you can help your church is through a legacy offering. The minimum of \$10,000 is set for a gift given as a memorial or in honor of someone still living.

Real estate and property is also encouraged. Please note the property must have a clear deed.

## Making it Happen

"If one member is honored, all rejoice together with it." -1 Corinthians 12:26b

*The Pastor or a Finance Committee member would be glad to discuss and assist your interest in making a gift in memory or honor of a loved one, and they will plan with you how the memorial gift can be used.*

### Determining Your Gift

For your consideration, there are several categories of giving with many possibilities within each category:

- Toward the remaining mortgage balance on the Fellowship Hall
- Enhancement to our current buildings
- The worship environments-Paraments-Music/Equipment for the Choir-Media Equipment
- The education facilities or library equipment and supplies.
- Building updates or landscaping on the church grounds(including the Prayer Garden)
- Enhancement of the church ministries-Youths, Prayer, Evangelism Team
- Community and mission outreach projects
- Donation of land, real estate or Endowments

**Gifts designated to any special category other than Tree of Life will be recognized on plaques located in the gallery by the following category:**

Patrons	\$ 500 to \$999
Grand Patrons	\$ 1,000 to \$2,500
Benefactors	\$ 5,000 to \$9,999
Grand Benefactor	\$10,000 and up

### Existing Memorial Funds

#### The Tree of Life

Engraved Tree components are on display in the gallery. Available for engraving are the:

- Leaves for \$300 each
- Acorns at the top of the Tree for \$500 each
- The Foundation Stones for \$800 each
- Mini Tree at the base for \$ 1,000
- Trunk of the Tree for \$2,500

#### Scholarship Fund

The church has an established Scholarship fund to award high school graduating students (church members) annually. Proceeds from the fund provide the assistance for attending an accredited college. Minimum donation of \$500 must be made for plaque recognition.

Note: any amount is welcomed.



Copies of this booklet are available at the church office. If you have questions, please contact the pastors at 409-935-5797.