

Brecksville United Methodist Church



Guide for Funerals, Memorials and Receptions

Church Office 440 - 526 - 8938

65 Public Square
Brecksville, Ohio 44141

The loss of a loved one is a difficult time. The staff and members of Brecksville United Methodist Church wish to assist you in making service planning as stress free as possible.

This guide is an aid as you plan the service and reception for your loved one. Because many decisions must be made quickly, we hope the information will assist you by eliminating confusion and alleviating any concerns.

Planning Your Service

Location:

As you decide on the location for a funeral or memorial service, consult with the pastor and with the funeral home to determine the best location. The funeral home may provide the better setting for a more intimate group. It can also be more comfortable if your loved one was not involved in the church. The church may be the right option for a larger service or for someone who had an active faith life. A service may be held in the sanctuary, which easily accommodates up to 250 people, or a small service can be held in the chapel (up to 40 people).

Arrangements for a church service:

Talk with the funeral home to determine how they will be involved in the service at the church. This may include setting up flowers, casket, register and memorial cards, greeting guests, and arranging a cemetery procession. In making arrangements for the church service itself, plan to discuss music and scripture selections with the pastor (and music director, in certain cases) and make decisions about a bulletin. The parlor is available for viewing before the service, if the family so chooses.

Fees for a church funeral or memorial service:

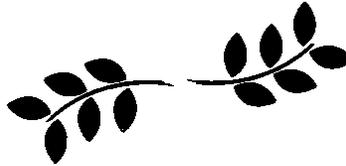
- The church building use fee is waived for church members.
- If special music is requested in addition to prelude, postlude and hymns, the family should make those arrangements directly with the music director.
- A funeral assistant is required for weekend services.

	Member Weekday	Member Weekend	Non-Member Weekday	Non-Member Weekend
Building Use	NA	NA	\$150/Sanctuary \$100/Chapel	\$250/Sanctuary \$200/Chapel
Pastor	\$150 per clergy	\$200 per clergy	\$150 per clergy	\$200 per clergy
Musician	\$100 per musician	\$150 per musician	\$100 per musician	\$150 per musician
Custodian	\$50	\$100	\$50	\$100
Funeral Assistant	NA	\$75	NA	\$75

Arranging for a reception or meal:

The United Methodist Women will provide reception service following a funeral or memorial service, which will include beverages and light refreshments such as cookies. If the family would like a meal, the women will assist with setup and beverages. Local establishments can cater a full meal for you. Please contact Mary Kotnik to make arrangements: 330-467-4834 or 330-256-3262. This is a ministry provided by the church family, but as they are a mission organization, a gift to the United Methodist Women is appropriate.

Notes on Catering: If you want more than a dessert reception, you will need to hire a caterer. Please arrange to have the caterer deliver everything to the church two hours before the reception and pay your caterer in advance of the reception to ensure a smooth delivery. Some people choose to have food provided by family or friends. If this is your wish, please discuss this with us when you call.



UMW will take care of the following aspects of the reception:

- Setting up tables and chairs in either Fellowship Hall or the Parlor.
- Providing plates, cups, silverware, serving pieces, silk flower centerpieces, and linen tablecloths.
- Providing coffee, tea, water and/or finger desserts.
- Preparing buffet tables and packaging leftover food for the family to take home.
- Cleaning up following the reception.

You will be responsible for the following:

- Notifying the minister of your desire to use our services and contacting the church to make arrangements.
- Indicating the approximate number of guests you expect.
- Making provisions for food service, if desired.

A donation in appreciation of services provided toward the memorial reception is appreciated. Forward it to the Brecksville United Methodist Women, care of Brecksville United Methodist Church.

Local Caterers

Creekside Restaurant	440-546-0555
Giant Eagle	440-546-4920
Heinen's (Kitchen)	440-740-0535
Panera Bread	440-717-1437
Simon's	440-526-6880
Stancato's	440-886-6242

A Memorial Prayer



Help us to see, O God,
that the one we have loved,
has become a part of us,
interfused with our lives,
blended with mind and memory,
joined to our very souls.
Strengthen us in our continuing journey
that the good we knew,
the joy we felt,
the laughter we shared,
the love we received,
shall live on in ourselves,
and be passed on to others.



And now let your peace fall upon us. Amen

by DeWane Zimmerman



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