



CHRISTIANA LUTHERAN CHURCH FUNERAL POLICY, April 2016

1. FUNERAL SERVICES

Even for Christians, the death of a loved one is a difficult experience. Our staff will do everything we can to lead the family through this difficult time - honoring their loved ones in the context of a Christian funeral. This is a deeply sacred event that reflects the integrity of the church. Our members and staff will pray for the family and friends.

There can be alternative methods for the conducting of services at the time of death; however, a funeral service will be conducted in the worship setting, unless there are extenuating circumstances. The Pastor is available to go with the family to the funeral home to assist in making arrangements if desired. The Pastor will meet with the family to plan any funeral worship arrangements.

The outline for the funeral and burial service will use the ELW (Evangelical Lutheran Worship) setting (page 279). The family may suggest other items to be included in the service, with the approval of the Pastor.

2. DATE AND TIME OF FUNERALS

Dates and times for funerals at Christiania Lutheran Church are to be arranged in consultation with the Pastor based on availability and the preferences of the deceased's family. The Pastor must approve all funeral arrangements at Christiania Lutheran Church and its cemeteries. Decisions concerning areas outside the scope of this funeral policy shall be decided at the discretion of the Pastor.

3. WHO WILL OFFICIATE

Christiana's Pastor will conduct all funeral services held at Christiania, unless by agreement with another Pastor, who is invited to share in the funeral or act on behalf of the Pastor of Christiania. Any requests for another Pastor or lay person to officiate or assist in the service must be approved by Christiania's Pastor.

4. STRUCTURE OF THE FUNERAL SERVICE

Appropriate readings and music will be chosen in conjunction with the Pastor and Music Director in order to insure a good funeral experience. When there is no funeral home involved, the Pastor will help guide the family with the funeral. A Lay Assistant will be available for the family during the setup, visitation, funeral, and during the meal. There is a cost associated with this Lay Assistant (see Fee Schedule). The use of a Lay Assistant does not replace the extensive and knowledgeable services of a “full-time” funeral home.

If someone would like a funeral home involved but cannot afford it, please contact a funeral home.

FUNERALS FOR NON-MEMBERS AND INACTIVE MEMBERS

Conducting funerals for people who have no connection with the church is a normal part of the ministerial and local community church obligation. However, it is up to the discretion of the Pastor to allow himself/herself or the church to participate.

5. FUNERAL MUSIC

Only music appropriate to a worship service shall be used. Christiania does have a Music Director. All musical arrangements (pianist, soloist, etc.) must be discussed and arranged for with the Music Director. Taped instrumental and accompaniment music, soloists and solos, anthems, and guest musicians must have the approval of Christiania’s Music Director. The use of congregational hymns is encouraged and may be selected with the help of the Pastor or Music Director in consultation with the family during the service planning process.

In cases where an outside organist/pianist is desired, permission must be secured from the Pastor or Christiania’s Music Director. The use of taped music or pre-recorded accompaniments is discouraged.

6. EULOGIES AND REMEMBRANCES

Eulogies and remembrances must be written and approved by the Pastor one day before the funeral service. They shall be limited to five minutes. Adjustment of sound levels during eulogies requires a Lay Assistant.

For less formal sharing, a microphone can be placed in the Fellowship Hall for comments during the family meal.

7. DECORATIONS

Families may wish to display the deceased’s remains, as well as certain mementos or photographs of the deceased and his/her family. The following guidelines would be applicable in these situations:

- A. If there is no funeral home involved with the service, the family shall work with a member of the Christiania Lutheran Church Lay Assistants in placement of all decorations
- B. Any displays or pictures must be appropriate to a worship setting
- C. No nails, tacks, staples or screws shall be put in the walls or attached to the pews
- D. All decorations must be removed within three (3) hours of the conclusion of the service
- E. No furniture shall be removed from the church building

8. FLOWERS

Flowers enhance our worship experience. We request the following guidelines be followed as not to impede the funeral:

- A. If there is no funeral home involved with the service, the family shall work with a member of the Christiania Lutheran Church Lay Assistants in placement of the flowers in the Sanctuary
- B. Only fresh cut flowers and planters may be used in the Sanctuary
- C. No flowers should be placed on the Altar rail or inside the Altar rail, in front of the pulpit, or front-center of the Sanctuary.
- D. If cremains are present, room needs to be left for the pall to cover the urn
- E. No flowers should be taller than four feet

9. FAMILY MEAL

The purpose of the Christiania Lutheran Church Women's (CLCW) Funeral Committee is to be of help to bereaved families. There is no charge for their services. The CLCW provides this service as a ministry in the spirit of Christian love. Their mission is to serve willingly and pleasingly, inspired and led by God.

Cake, coffee and lemonade are provided by the Christiania Lutheran Church Women. Any other food served is paid for by the family.

The usual funeral lunch is sandwiches with chips or pickles or both. The CLCW Funeral Committee will do the shopping and will also purchase potato salad, fruit or other additions as requested by the family and the bill will be given to the family. Salads, hot dishes, or cakes may be brought by family and friends to be served by the CLCW.

Another option is to serve only cake, coffee and lemonade. This is especially appropriate for an early afternoon or evening funeral service. Anything additional, such as candy or nuts would be provided by the family.

The family may also choose to have the food catered or provide the food themselves. We will provide the cakes, coffee, and lemonade if wanted and help with the setting up, service, and cleaning up.

Setting the tables is usually the first thing done in preparation. We provide napkins but will be happy to work with anything special the family wants to provide. There are usually seasonal centerpieces on the table but the family may provide flowers if they want. The CLCW does need to know in advance.

10. MEMORIALS

Please discuss memorials with the Pastor.

11. FEES

If the deceased or a member of their immediate family (spouse, parents, children, siblings) is an **active member** of Christiania, there is no fee for the use of the facilities. For all other individuals, additional fees will be assessed. Those who have been members of Christiania but are now considered **inactive members**, will pay the same fees as **non-members**. Fees are payable (cash or check made payable to Christiania Lutheran Church) on or prior to the day of the funeral. Normally, honorariums for the pastor, pianist/organist, or musicians are paid following the service or through the funeral director.

See Christiania's FEE SCHEDULE on the church's website.