

# SABBATICAL CALL SHEET

September – December 2005 and April – June 2006

## IF I HAVE A GENERAL QUESTION OR CONCERN, WHOM SHOULD I CONTACT?

**Tamara L.**, Sabbatical Minister, (September – December 2005); **Kathy S.**, Director of Lifespan Faith Development; members of the **Sabbatical Committee** (contact information—see below)

## SABBATICAL COMMITTEE CONTACT INFORMATION

George B., Chair

Phil R., President of the Board of Trustees

Monika H-R., Pastoral Associates

Roxanne W., Worship Associates

Gary K., Treasurer

Kathy S., Director of Lifespan Faith Development

## BOARD EXECUTIVE COMMITTEE (reports to the Board and sets the agenda for Board meetings)

Phil R., President

(email here)

Marie G., Vice President

Mary Ann B.,

(email here)

Mark H.

## HOW TO REACH THE CHURCH OFFICE

Church offices will be located in the Northview House, beginning June 1, 2005 and will remain in Northview House until sometime in the fall 2005. Summer office hours are 9:30 – 3:30 p.m.

## BUILDING ISSUES

If you have questions or concerns about:	Name	Position	Contact Information
Where does my committee meet? Building Concerns	Nancie M. Nancie will have a schedule of rooms and meeting spaces off-site to recommend.	Business Administrator	(phone) (e-mail address) Hours: 8 - 4
Construction Project	Andy K.	Project Manager	

## WORSHIP

If you have questions about:	Name	Position	Contact Information
Quality of worship	Tamara L.	Sabbatical minister	(e-mail address) Sept – Dec. 2005
Worship Associates Program	Roxanne W.	Worship Associate	(e-mail address)

## rites of passage

If you need the following services for:	Name	Position	Contact Information
Death of a church member	Tamara L. and/or Rev. Midge S.	Sabbatical minister Minister Emerita	(e-mail) (phone & email)
Death of someone connected to the church	Tamara L., Midge S. or Roxanne WL	Worship Associate	(phone & email)
Weddings, child dedication, baptism, etc. (During the 2 <sup>nd</sup> ½ of this sabbatical, the office staff will field calls for outside weddings to local ministers in the area)	Tamara L. & Deb L. Child dedications will occur the Sunday before Thanksgiving, Christmas and Easter.	Program Administrator	(e-mail)

## FINANCES

Need/Concern & what to do	Name	Position	Contact Information
Concern about pledges	Suehanna K.	Bookkeeper	
Concern about finances/building project	Gary K.	Treasurer	

**PASTORAL CARE—A Pastoral Care Voice Mail box has been established at voice mail box #105. This voice mail box is checked daily for messages.**

Need/Concern & what to do	Name	Position	Contact Information
A church member is very ill --Call the church office voice mail box --Call Pastoral Associate --Call Caring Team	Deb L.  Monika H-R. Peggy R.	Program Administrator  Pastoral Associate, Liasion Caring Team, Chair	
A church member is in the hospital, facing surgery, is depressed and you are worried about him/her	Tamara L. Monika H. Voice Mail Box #105	Sabbatical Minister (Fall 05) Pastoral Associate Checked daily by Pastoral Assoc.	

**LIFESPAN FAITH DEVELOPMENT & CHILD CARE CENTER**

Need/Concern	Name	Position	Contact Information
You are concerned about where children's programs during construction and/or sabbatical  You are concerned about safety issues  You wish to discuss your child/youth/young adult's participation in our LFD program	Kathy S.	Director of Lifespan Faith Development	
You wish to discuss children in the service on Sunday morning/intergen. worship	Kathy S.  Tamara L.	Sabbatical Minister Fall '05	
Issues or concerns about the Childcare Center	Kathy S.		

**CONFLICT IN CHURCH**

Where do I go?	Name	Position	Contact Information
If I am in conflict with another church member?	Conflict Management Team	Conflict Management Team	
If I am in conflict with the minister?	Committee on Ministry (COM)	Stuart F., Chair of the COM	

**PROGRAMS & PUBLICATIONS**

Need	Name	Position	Contact Information
I need something to get in the order of service, announcements, and/or Shorelines.	Deb L.	Program Administrator	(e-mail and phone)

**MEMBERSHIP AND NEWCOMER INFORMATION**

Need	Name	Position	Contact Information
Provide information to newcomers and visitors	Tamara L. Antoine C.	Sabbatical minister Membership Chair	(e-mail addresses)