

PEACE PRESBYTERIAN CHURCH

JANE LOGAN Clerk of Session 485-5503

ELDER CHART OF RESPONSIBILITIES

2015
 WILLIAM CRAWFORD 288-4899
 JUDY ENDRESEN-WORTHY 288-1626
 MARY ELLEN MARKS 283-4708
 WAYNE MILLER 210-2498
 AL SIMBRITZ 781-0429

2016
 JOHN CRESWELL 781-4588
 DAVID HEATON 283-4902
 SANDRA HICKS 283-8931
 ROBERT HOCHSTUHL 220-0655
 WILLIAM SOUTH 283-7243

2017
 DONNA BERGER 286-4718
 ERNEST KABATH 283-9691
 RICHARD NEWTON 873-9281
 MARILYN TAYLOR 223-1138

FINANCE	CARE/NURTURE	CHRISTIAN EDUCATION	CREATIVE FELLOWSHIP	MEMBERSHIP OUTREACH	MISSION	NOMINATING/ SCHOLARSHIP	PERSONNEL	BUILDING/ GROUNDS	STEWARDSHIP	WORSHIP
CHAIR: John Creswell Sandy Hicks	CHAIR: Marilyn Taylor	CHAIR: Bill Crawford Dick Newton	CHAIR: Bill South	CHAIR: Donna Berger Wayne Miller Judy Worthy	CHAIR: Bob Hochstuhl	CHAIR: Mary Ellen Marks	CHAIR: Al Simbritz John Creswell	CHAIR: Ernie Kabath	CHAIR: Al Simbritz	CHAIR: Sandy Hicks Dave Heaton
Duties: Managing Church finances, overseeing budget, & financial matters using acceptable & auditable accounting practices.	Duties: Planning & coordinating the distribution of: Easter, Thanksgiving, Christmas food, Care kits for LAHIA & Vets, & Back-to-School supplies and Heart Sunday events. Mailing cards to homebound & college students. Serving refreshments after memorial services.	Duties: Planning & coordinating Sunday school, Bible study classes, teachers, & curriculum. Oversees nursery, & Youth group's activities, trips, & fundraisers.	Duties: Planning & coordinating all church lunches, dinners, annual picnic, all trips, special events, & fellowship hour to promote fellowship opportunities in the church.	Duties: Ensures that the Church is advertised & promoted in the community. Membership recruiting & coordination of new members joining the church, including taking new members' pictures. Delivering altar flowers to ill or homebound members, coordinating sale of ornaments. Oversees photo directory.	Duties: Planning & coordinating local, regional, or international mission trips. Distributes budgeted & non budgeted funds to various local, national, & international missions. Coordinates all speakers for Moment for Mission & plans Missions Dinner.	Duties: <u>Nominating:</u> Rcvs nominations for new Elders & presents them to the congregation at Nov. meeting. <u>Scholarship:</u> Rcvs, reviews, & distributes awards for the Burg & Dr. Mac Scholarship funds. Presents scholarships to recipients at their schools, plans & presents awards on Scholarship Sunday.	Duties: Care of all staff personnel. Coordination of annual staff evaluations, staff job descriptions, hours, vacations, salary, bonuses, & grievances.	Duties: Plans, coordinates, & executes maintenance & repair of church building, education building & upkeep of grounds. Supervises custodian, use of & approval of use of church buildings & grounds, church keys.	Duties: Planning & coordinating the annual stewardship campaign.	Duties: Plans, coordinates, & executes all special services. Coordinates Altar Guild, Liturgist, Ushers & Greeters, & Acolytes. Maintains all sanctuary & communion supplies, palm crosses, candles, pencils, pads, etc. Opens & Closes Sanctuary for services. Decorates church for special occasions.

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