



WELCOME TO SERVICE AT LAKE STREET CHURCH

Service is part of our lives at Lake Street Church. We are an active community that offers a variety of programs for all ages and interests. These programs are an opportunity to share in the life of the church's extended family; many helping hands make LSC a special place for all of us. Your helping hands can strengthen our families, friends and community.

This guide will help you find the best service opportunities for you. Service activities are grouped into categories of interests such as hospitality, music and worship. You also can choose activities based on the time you can commit. Refer to the glossary on page 21 for detailed explanations of the many groups and roles that are offered.

The diversity of our congregation creates a stimulating, enriching community that fosters respect and compassion. Your participation is vital to this beautiful diversity. If you have not already, please complete an interest form to tell us about yourself. Contact Liz Napier Martin at lizmartin@sbcglobal.net for a copy of the form.

New service opportunities are developing all the time – as will this guide. If you know of an activity that should be included, contact Jamie Barnes at jamie.barnes1312@gmail.com.

If you have questions about the Service Program or want to complete an interest form, contact:

Liz Napier Martin, Nominating Chair

lizmartin@sbcglobal.net

847-256-9291

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HOSPITALITY

Facilities

Activity	Time Commitment	Contact
Straighten pantry	Monthly; 30 minutes	Beth Negronida bnegronida@comcast.net
Clean kitchen refrigerator	Monthly; 30 minutes	Pat Stringer pstringer@lakestreet.org

Events

Activity	Time Commitment	Contact
Wash tablecloths and dish towels from Coffee Hour	Weekly; 30 minutes; anytime	Beth Negronida bnegronida@comcast.net
Setup, bring treats, or cleanup Coffee Hour or serve as a Coffee Hour team leader	Sunday; 15-30 minutes	Beth Negronida bnegronida@comcast.net
Run coffee cups through sanitizer after Coffee Hour and keep Styrofoam out of the landfill	Sunday; 5-10 minutes	Betsy Bouchard boucharde@comcast.net or Yvette Meltzer yvettemeltzer@yahoo.com
Make coffee each week before Coffee Hour	Sunday; 10 minutes	Tim Schell tims@bptechnologies.com
Serve as host for Moveable Feast	Saturday evening; as agreed	Vikie Holland victoriaholland@mac.com
Help with food, set-up/clean up for Memorial Reception	Saturday or Sunday as occurs	Barb Vaughan barb.vaughan@yahoo.com

Services and other Worship

Activity	Time Commitment	Contact
Staff the visitors' table in MacLeish Hall	Sunday; 15-30 minutes after Service	Liz Napier Martin liznmartin@sbcglobal.net
Greet people as they arrive for Sunday worship	Sunday; 15 minutes before Service	Brian Koester bkoester69@yahoo.com
Usher	Sunday; 15 minutes before and during Service	Bob Jones 847-328-8133
Usher Special Services	As it occurs; 15 minutes before and during Service	Bob Jones 847-328-8133
Set-up/clean-up Communion	First Sunday of each month	Janet Alexander alexander.je@sbcglobal.net
Prepare Sanctuary: straighten pews, add pencils & cards, remove trash	As agreed	Pat Stringer pstringer@lakestreet.org

HOSPITALITY CONT'D

Coordination

Activity	Time Commitment	Contact
Coordinate Coffee Hour	15-30 minutes weekly plus several hours twice a year for schedule	Beth Negronida bnegronida@comcast.net
Coordinate Moveable Feast	20 hours per year	Vikkie Holland victoriaholland@mac.com
Coordinate Memorial Service Receptions	6 hours per reception	Barb Vaughan barb.vaughan@yahoo.com
Outreach Committee Chair	Monthly meetings plus committee work	Liz Napier Martin liznmartin@sbcglobal.net
Worship Coordinators	Time spent recruiting Readers, Greeters and Communion assistants	Janet Alexander alexander.je@sbcglobal.net

STRENGTHENING LSC COMMUNITY

Welcome to Worship

Activity	Time Commitment	Contact
Greet people as they arrive for Sunday worship	Sunday; 15 minutes before Service	Brian Koester bkoester69@yahoo.com
Usher	Sunday; 15 minutes before and during the Service	Bob Jones 847-328-8133
Staff the visitors' table in MacLeish Hall	Sunday; 15-30 minutes during Coffee Hour	Liz Napier Martin liznmartin@sbcglobal.net

Project Care

Activity	Time Commitment	Contact
Prepare/deliver meal to congregants in need	As agreed	Kathy Kessenich kathykessenich@rcn.com
Send greeting cards to support congregants	As agreed	Lois Hedman l-hedman@northwestern.edu
Visit homebound congregants	As agreed	Cheryl Graham Cheryl.graham@worldbook.com
Provide congregants' transportation to church or doctor's appointments	As agreed	Diana Schmuck dianaschmuck@comcast.net
Knit or deliver prayer shawls	As agreed	Peter Fitzgibbons peter.fitzgibbons@gmail.com

Prayer

Activity	Time Commitment	Contact
Lead or participate in Prayer Circle	Sunday; 9:45 to 10:15 am	Christine Inerra inserrac@sbcglobal.net

Education

Activity	Time Commitment	Contact
Teach an adult class	Sunday; 9:30 to 10:15 am plus prep time	Ann-Louise Haak alhaak@lakestreet.org

Events

Activity	Time Commitment	Contact
Help prepare a meal for the homeless with the Sustenance Connection	First Thursday or third Monday as agreed; 2 to 3 hours	Linda Dienberg lindainevanston@gmail.com
Attend or host a Moveable Feast	Saturday evening as agreed	Vikkie Holland victoriaholland@mac.com
Usher Special Services	As it occurs; 15 minutes before and during the Special Service	Bob Jones 847-328-8133

STRENGTHENING LSC COMMUNITY CONT'D

Events cont'd

Activity	Time Commitment	Contact
Help with food, set-up/clean up for Memorial Reception	Saturday or Sunday as scheduled	Barb Vaughan barb.vaughan@yahoo.com
Attend Camp Grow retreat in Green Lake, Wisconsin	June weekend after school lets out	Liz Napier Martin lizmartin@sbcglobal.net
Participate in or help plan a Peace & Justice service project	As agreed	Janet Alexander alexander.je@sbcglobal.net
Participate in or help plan the annual Pledge Campaign	As agreed	Laura Beth Nielsen lnielsen@abfn.org

Coordination

Activity	Time Commitment	Contact
Church Board	Thursday evenings; plus 6-8 hours per month	Michelle Brewer babybrewer@sbcglobal.net Richard Barnes rbarnes23@comcast.net
Outreach Committee Chair	Monthly meetings plus committee work	Liz Napier Martin lizmartin@sbcglobal.net
Moveable Feast	20 hours per year	Vikkie Holland victoriaholland@mac.com
Project Care	As agreed	Cheryl Graham Cheryl.graham@worldbook.com
Sustenance Connection	3.5 hours/twice a month plus planning time	Linda Dienberg lindainevanston@gmail.com
Coordinate Memorial Service Receptions	6 hours per reception	Barb Vaughan barb.vaughan@yahoo.com
Camp Grow Coordinator	Several hours during May and June	Liz Napier Martin lizmartin@sbcglobal.net
Deacons	Monthly meetings plus phone calls and helping with Communion	Cheryl Graham Cheryl.graham@worldbook.com
Nominating Committee	Monthly meetings September through March; weekly or bi-weekly meetings April and May	Liz Napier Martin lizmartin@sbcglobal.net
Long-Range Planning Committee	Monthly meetings plus committee work	Liz Napier Martin lizmartin@sbcglobal.net
Peace & Justice Committee	As agreed	Janet Alexander alexander.je@sbcglobal.net

CHILDREN AND YOUTH

Children

(Age 6 months through grade 6)

Activity	Time Commitment	Contact
Help in the Nursery or Rainbow Room (pre-schoolers)	Sunday during service	Joan Roe jroe@lakestreet.org
Help in the Beginners Room (kindergarten-grade 1)	Sundays during service as agreed	Nancy Childress nancy.childress@sbcglobal.net
FUN-raiser for social gatherings and holiday events	As agreed	Joan Roe jroe@lakestreet.org
Teach Sunday School (grades 2-6) (teams of two)	Sundays during service for 6 weeks plus prep time	Joan Roe jroe@lakestreet.org
Assist with logistics of children singing in Lake Street Chorale	Sunday before and during the service, as scheduled	Alice Lane alane@lakestreet.org

Youth

(grades 7-12)

Activity	Time Commitment	Contact
Teach Sunday School (grades 7-8) (teams of two)	Sundays during service as agreed plus prep time	Coley Gallagher cogal@comcast.net
Attend lunch with high-school students	First Sunday of the month; 1-2 hours	Coley Gallagher cogal@comcast.net
Assist with a youth service or fundraising project	As agreed	Coley Gallagher cogal@comcast.net
Chaperone a field trip	As agreed	Coley Gallagher cogal@comcast.net

Events

Activity	Time Commitment	Contact
Coordinate Camp Grow	Several hours during May and June	Liz Napier Martin lizmartin@sbcglobal.net
FUN-raiser for social gatherings and holiday events through grade 6	As agreed	Joan Roe jroe@lakestreet.org
Attend Camp Grow	June weekend after school lets out	Liz Napier Martin lizmartin@sbcglobal.net
Attend lunch with high-school students	First Sunday of the month; 1-2 hours	Coley Gallagher cogal@comcast.net
Assist with a youth service or fundraising project	As agreed	Coley Gallagher cogal@comcast.net
Chaperone a field trip	As agreed	Coley Gallagher cogal@comcast.net
Assist with logistics of children singing in Lake Street Chorale	Sunday before and during the service, as scheduled	Alice Lane alane@lakestreet.org

CHILDREN AND YOUTH CONT'D

Coordination

Activity	Time Commitment	Contact
Youth Religious Education Committee (grades 7-12)	As agreed	Coley Gallagher cogal@comcast.net
Children's Religious Education Committee (age six months through grade 6)	Monthly meetings plus helping with parties as agreed	Nancy Childress nancy.childress@sbcglobal.net
Camp Grow Coordinator	Several hours during May and June	Liz Napier Martin lizmartin@sbcglobal.net

EDUCATION

Children

(Age 6 months through grade 6)

Activity	Time Commitment	Contact
Help in the Nursery or Rainbow Room (pre-schoolers)	Sunday during service	Joan Roe jroe@lakestreet.org
Help in the Beginners Room (kindergarten-grade 1)	Sunday during service	Nancy Childress nancy.childress@sbcglobal.net
Teach Sunday School (grades 2-6) (teams of two)	Sundays during service for 6 weeks plus prep time	Joan Roe jroe@lakestreet.org

Youth

Activity	Time Commitment	Contact
Teach Sunday School (grades 7-8) (teams of two)	Sundays during service as agreed plus prep time	Coley Gallagher cogal@comcast.net

Adult

Activity	Time Commitment	Contact
Teach an adult class	Sundays; 9:30 to 10:15 am plus prep time	Ann-Louise Haak alhaak@lakestreet.org
Serve as American Baptist Churches of Metro Chicago representative	quarterly meetings; 4 hours plus 15-60 minutes travel	Jacki Belile jbelile@rcn.com
Help with the archives	As agreed	Katy Pendleton KatyPen@comcast.net
Help the Peace & Justice Committee with an information session	As agreed	Janet Alexander alexander.je@sbcglobal.net

Coordination

Activity	Time Commitment	Contact
Youth Religious Education Committee (grades 7-12)	Monthly meetings	Coley Gallagher cogal@comcast.net
Children's Religious Education Committee (age 6 months through grade 6)	Monthly meetings	Nancy Childress nancy.childress@sbcglobal.net
Adult Religious Education Committee	Monthly meetings	Ann-Louise Haak alhaak@lakestreet.org

BUILDING, GROUNDS AND ADMINSTRATIVE

LSC Buildings

Activity	Time Commitment	Contact
Marthas – clean, maintain/repair church buildings	As agreed	Mike Valente michaelvalente@yahoo.com

Recycling

Activity	Time Commitment	Contact
Recycle church recyclables	As agreed; 5-10 minutes per week	Pat Stringer pstringer@lakestreet.org

Gardening

Activity	Time Commitment	Contact
Green Marthas – maintain landscaping	As agreed	Betsy Bouchard boucharde@comcast.net
Memorial Garden	As agreed	Kay Muller kaymuller@harrisresearch.com

Administrative

Activity	Time Commitment	Contact
Help in the office	Weekdays; as agreed	Pat Stringer pstringer@lakestreet.org
Count the collection with an assigned partner	Sunday; 15-30 minutes after service	George Rounds grrounds@aol.com
Provide advice, set up and troubleshoot office computers	As agreed	Chris Ellicott cellicott@lakestreet.org

Coordination

Activity	Time Commitment	Contact
Flower Coordinator	1 hour per week	Liz Napier Martin liznmartin@sbcglobal.net
Marthas	As agreed	Randy Huyck rhuyck@gmail.com
Green Marthas	As agreed	Randy Huyck rhuyck@gmail.com
Sanctuary Coordinator	Sundays 8:45 am to 12:15	Bob Jones 847-328-8133
House Committee	As agreed	Randy Huyck rhuyck@gmail.com
Finance Committee	First Sunday of each month; 9:30 to 10:15 am	Eric Haab eric.haab@lovells.com

WORSHIP

Sunday Service

Activity	Time Commitment	Contact
Read liturgy or Call to Commitment	Sundays as scheduled	Cheri Reid creid728@att.net
Set-up/clean-up Communion	First Sunday of each month	Janet Alexander alexander.je@sbcglobal.net
Prepare Sanctuary – straighten pews, add pencils/cards, remove trash	As agreed	Pat Stringer pstringer@lakestreet.org
Count the collection after Sunday Service (with an assigned partner)	Sunday; 15-30 minutes after service	George Rounds grounds@aol.com
Greet at Sunday Service	Sunday; 15 minutes before service	Brian Koester bkoester69@yahoo.com
Usher Sunday Service	Sunday; 15 minutes before and during the service	Bob Jones 847-328-8133
Sponsor flowers for the Chancel Table	A few minutes to pick date and make contribution	Deane Honbo honbold@comcast.net
Coordinate Flowers for Chancel Table	1 hour per week	Deane Honbo honbold@comcast.net
Sing in the Chancel Choir	Sundays; 8:45 to 9:30 am and during service plus Wednesdays 7:00 to 9:00 pm	Alice Lane alane@lakestreet.org
Play an instrument in the service	Sunday as agreed; plus rehearsal 8:45 to 9:30 am	Alice Lane alane@lakestreet.org
Set up recording equipment	Sundays; 15 minutes before service	John Corbett hevanston@aol.com

Special Worship

Activity	Time Commitment	Contact
Usher Special Services	As it occurs	Bob Jones 847-328-8133
Participate in or help plan Interfaith Activities	As agreed	Tim Harrington trjharrington@gmail.com
Coordinate Interfaith Activities	Several hours per event	Tim Harrington trjharrington@gmail.com

Education

Activity	Time Commitment	Contact
Teach an adult class	Sundays; 9:30 to 10:15 am plus prep time	Ann-Louise Haak alhaak@lakestreet.org

WORSHIP CONT'D

Coordination

Activity	Time Commitment	Contact
Coordinate Interfaith Activities	Several hours per event	Tim Harrington trjharrington@gmail.com
Coordinate Memorial Service Receptions	6 hours per reception	Barb Vaughan barb.vaughan@yahoo.com
Coordinate Sanctuary preparation	Sundays; 8:45 am to 12:15 pm	Bob Jones 847-328-8133
Coordinate Worship Service	Several hours per event	Janet Alexander alexander.je@sbcglobal.net
Coordinate Weddings	9 hours per wedding	Michelle Brewer babybrewer@sbcglobal.net
Coordinate Flowers for Chancel Table	1 hour per week	Deane Honbo honbold@comcast.net

MUSIC

Vocal

Activity	Time Commitment	Contact
Sing in the Men's Choir	Sundays; rehearse once per month after service	Alice Lane alane@lakestreet.org
Sing in the Chancel Choir	Sundays; 8:45 to 9:30 am and during service plus Wednesdays 7:00 to 9:00 pm	Alice Lane alane@lakestreet.org
Sing in the Concert Choir for special occasions	Rehearsals as agreed	Alice Lane alane@lakestreet.org

Instrumental

Activity	Time Commitment	Contact
Play chimes in Crystal Ringers tone chime group	Sundays; rehearse 9:30 to 10:15 am plus services as scheduled	Alice Lane alane@lakestreet.org
Play an instrument in the Service	Sunday as agreed; plus rehearsal 8:45 to 9:30 am	Alice Lane alane@lakestreet.org

Children and Youth

Activity	Time Commitment	Contact
Lake Street Chorale (Children's Choir)	Rehearsals as agreed	Alice Lane alane@lakestreet.org
Play chimes in Crystal Ringers tone chime group	Sundays; rehearse 9:30 to 10:15 am plus services as scheduled	Alice Lane alane@lakestreet.org

EVENT PLANNING

Special Events

Activity	Time Commitment	Contact
Help set up for special church events such as Dinner on the Grounds	Saturday before event; 3 hours	Larry Schnur larryschnur@comcast.net
Setup/take down or participate in Alternative Gift Fair	First Sunday of December; 3 hours	Liz Napier Martin liznmartin@sbcglobal.net
Staff the Fair Trade coffee/Earth Angels table	3 hours once per month during Coffee Hour	Shelby Hatch sl_hatch@yahoo.com
Coordinate Fair Trade coffee/Earth Angels	3 hours once per month	Shelby Hatch sl_hatch@yahoo.com
Alternative Gift Fair	As agreed	Liz Napier Martin liznmartin@sbcglobal.net
Camp Grow	As agreed	Liz Napier Martin liznmartin@sbcglobal.net
Interfaith Activities	As agreed	Tim Harrington trjharrington@gmail.com
Memorial Service Receptions	6 hours per Reception	Barb Vaughan barb.vaughan@yahoo.com
Moveable Feast	As agreed	Vikkie Holland victoriaholland@mac.com
Worship Service	As agreed	Janet Alexander alexander.je@sbcglobal.net
Weddings	8 hours per Wedding	Michelle Brewer babybrewer@sbcglobal.net

Coffee Hour

Activity	Time Commitment	Contact
Coordinate Coffee Hour	Sundays; 15-30 minutes plus several hours twice a year for schedule	Beth Negronida bnegronida@comcast.net
Help with the book cart in MacLeish during Coffee Hour	Sundays; during Coffee Hour	Jean Engel e-engel@sbcglobal.net
Staff the Fair Trade coffee/Earth Angels table	3 hours once per month	Shelby Hatch sl_hatch@yahoo.com
Coordinate the Fair Trade coffee/Earth Angels table	3 hours once per month plus time scheduling	Shelby Hatch sl_hatch@yahoo.com

EVENT PLANNING CONT'D

Coordination

Activity	Time Commitment	Contact
Coordinate Alternative Gift Fair	As agreed	Liz Napier Martin lizmartin@sbcglobal.net
Coordinate Camp Grow	As agreed	Liz Napier Martin lizmartin@sbcglobal.net
Coordinate Coffee Hour	Sundays; 15-30 minutes plus several hours twice a year for schedule	Beth Negronida bnegronida@comcast.net
Coordinate Fair Trade Coffee/Earth Angels Table	As agreed	Shelby Hatch sl_hatch@yahoo.com
Coordinate Interfaith Activities	As agreed	Tim Harrington trjharrington@gmail.com
Coordinate Memorial Service Receptions	6 hours per Reception	Barb Vaughan barb.vaughan@yahoo.com
Coordinate Moveable Feast	As agreed	Vikkie Holland victoriaholland@mac.com
Coordinate Sustenance Connection	As agreed	Linda Dienberg lindainevanston@gmail.com
Coordinate Worship Service	As agreed	Janet Alexander alexander.je@sbcglobal.net
Coordinate Weddings	8 hours per Wedding	Michelle Brewer babybrewer@sbcglobal.net

COMMUNICATION AND PUBLICITY

Activity	Time Commitment	Contact
Edit the Spire	30 hours per month	Bob Jones 847-328-8133
Coordinate Publicity	Open; 60 minutes per week	Liz Napier Martin lizmartin@sbcglobal.net
Coordinate e-blast	4 hours per month	Mimi Roeder henrytcat@aol.com
Outreach Committee	Monthly meetings	Liz Napier Martin lizmartin@sbcglobal.net

COORDINATION

Activity	Time Commitment	Contact
Alternative Gift Fair Coordinator	intense time commitment in November	Liz Napier Martin lizmartin@sbcglobal.net
American Baptist Churches of Metro Chicago	20 hours per year	Liz Napier Martin lizmartin@sbcglobal.net
Archives Coordinator	3 hours per week	Katy Pendleton KatyPen@comcast.net
Camp Grow Coordinator	Several hours during May and June	Liz Napier Martin lizmartin@sbcglobal.net
Coffee Hour Coordinator	Weekly; 15-30 minutes plus several hours twice a year for schedule	Beth Negronida bnegronida@comcast.net
e-blast Coordinator	4 hours per month	Mimi Roeder henrycat@aol.com
Flower Coordinator	As agreed	Deane Honbo honbold@comcast.net
Green Marthas	As agreed	Betsy Bouchard boucharde@comcast.net
Interfaith Activities Coordinator	As agreed	Tim Harrington trjharrington@gmail.com
Marthas	As agreed	Mike Valente michaelvalente@yahoo.com
Memorial Garden	As agreed	Kay Muller kaymuller@harrisresearch.com
Memorial Service Receptions Coordinator	6 hours per reception	Barb Vaughan barb.vaughan@yahoo.com
Moveable Feast Coordinator	As agreed	Vikkie Holland victoriaholland@mac.com
Project Care Coordinator	As agreed	Cheryl Graham Cheryl.graham@worldbook.com
Publicity Coordinator	As agreed	Liz Napier Martin lizmartin@sbcglobal.net
Sanctuary Coordinator	As agreed	Bob Jones 847-328-8133
Sustenance Connection Coordinator	As agreed	Linda Dienberg lindainevanston@gmail.com
Wedding Coordinator	9 hours per wedding	Michelle Brewer babybrewer@sbcglobal.net
Worship Service Coordinator	As agreed	Janet Alexander alexander.je@sbcglobal.net

COMMITTEES AND BOARDS

Activity	Time Commitment	Contact
Children's Religious Education Committee	Monthly; 1 hour plus prep time	Nancy Childress nancy.childress@sbcglobal.net
Deacons Committee	Third Tuesday of every month; 2 hours in the evening	Cheryl Graham Cheryl.graham@worldbook.com
Finance Committee	First Sunday of each month; 9:30 to 10:15 am	Eric Haab eric.haab@lovells.com
House Committee	As agreed	Randy Huyck rhuyck@gmail.com
Long Range Planning Committee	As agreed	Liz Napier Martin liznmartin@sbcglobal.net
Nominating Committee	Monthly meetings September through March; weekly or bi-weekly meetings April and May	Liz Napier Martin liznmartin@sbcglobal.net
Outreach Committee	As agreed	Liz Napier Martin liznmartin@sbcglobal.net
Peace & Justice Committee	Monthly meetings plus projects as agreed	Janet Alexander alexander.je@sbcglobal.net
Youth Religious Education Committee	As agreed	Coley Gallagher cogal@comcast.net
Adult Religious Education Committee	As agreed	Ann-Louise Haak alhaak@lakestreet.org
Staff Relations Committee	Monthly meeting with staff member; monthly committee meeting; time spent summarizing performance evaluation; other congregational outreach	Jan Sutcliffe jan@jsutcliffe.com
Stewardship Committee	Weekly or bi-weekly meetings during September/October	Laura Beth Nielsen lnielsen@abfn.org
Audit Committee	Several hours twice per year	Eric Haab eric.haab@lovells.com
Church Board	Thursday evenings plus; 6-8 hours per month	Michelle Brewer babybrewer@sbcglobal.net Richard Barnes rbarnes23@comcasts.net

SERVING THE LARGER COMMUNITY

Activity	Time Commitment	Contact
Help prepare a meal for Sustenance Connection	As agreed	Linda Dienberg lindainevanston@gmail.com
Donate canned goods to Good News Partners Food Pantry collection box in the Narthex	Sundays	Doug Scofield dougatty@comcast.net
Help prepare sandwiches for the Night Ministry	Sundays, 1 hour once per month, as agreed	Deb Smith deb_smith@comcast.net
Serve as American Baptist Churches of Metro Chicago representative	4 hours per quarterly meeting plus 15-60 minutes travel	Jacki Belile jbelile@rcn.com
Cooperative Ministries Committee	Monthly meetings	Joanne Kelly joannekelly@comcast.net
Staff the Fair Trade coffee/Earth Angels table	3 hours once per month during Coffee Hour	Shelby Hatch sl_hatch@yahoo.com
Donate gifts to the Heartland Alliance Adopt-a-Family Christmas project	December	Janet Alexander alexander.je@comcast.net
Donate school supplies	August/September	Janet Alexander alexander.je@comcast.net
Donate gifts to Hilda's Place homeless shelter	1 st Sunday January	Pat Stringer pstringer@lakestreet.org
Donate household items to Hilda's Place residents who are moving into their own home	As agreed	Cally McKinney callymckinney@comcast.net
Participate in Peace & Justice service project	As agreed	Janet Alexander alexander.je@comcast.net
Help with a Youth service project	As agreed	Coley Gallagher cogal@comcast.net

GLOSSARY

Audit Committee: This committee forms twice per year to conduct a spot check of the church's financial accounts.

Adult Religious Education: This committee works with appropriate Church Staff to organize and administer religious education and spiritual development for adults.

Alternative Gift Fair Coordinator: This coordinator organizes the Alternative Gift Fair, which is open to the public and held in MacLeish Hall on the first Sunday in December each year. Non-profit organizations sell items and retain all money collected for their organizations.

American Baptist Churches of Metro Chicago Representative: This representative serves as the LSC liaison to our region of ABC/USA, which is a group of autonomous churches that voluntarily associates to enhance the effectiveness of local and global ministries. This person also serves on the Cooperative Ministries Committee.

Archives Coordinator: This coordinator organizes and maintains the church archives located in the church basement.

Camp Grow Coordinator: Camp Grow is a Christian summer camp that welcomes and serves all young people from ages 7 to 18 and their families. This Coordinator coordinates the publicity, registration, facilities, and activities for the annual church weekend retreat in Green Lake, Wisconsin in June of each year, typically the weekend that school lets out and one week before the LSC Business meeting.

Children's Religious Education: This committee works with the Director of Children and Family Programs to organize and administer religious education and spiritual development for children aged six months through fifth grade as well as social events.

Church Board: The Board represents and leads the congregation in the management of church affairs and administration of church policy as it handles the temporal (i.e., non-spiritual) affairs of the Church as described in the Bylaws. The Board consists of 15 members plus two Co-Moderators, the Treasurer and the Recording Secretary.

Coffee Hour Coordinator: This coordinator coordinates the rotation of people who provide Coffee Hour after Sunday services in MacLeish Hall.

Cooperative Ministries: This committee recommends recipients of the Cooperative Ministry Fund, which is included in the annual budget approved by the Congregation. This Fund provides grants to non-profit organizations that serve others.

Deacons: This committee helps the Ministers attend to the social, physical and spiritual needs of the Congregation.

E-blast Coordinator: This coordinator creates a monthly electronic communication to the Congregation consisting of notices of information from the Board and other events.

Finance: This committee is responsible for the prudent financial management of the Church.

Flower Coordinator: This coordinator coordinates the flower donation schedule, asking families to contribute the cost of the flowers for any Sunday during the year. The Flower Coordinator will buy and arrange the flowers that are displayed on the Chancel each Sunday. After the service, the Flower Coordinator will make sure the family that donated the flowers for that week receives the arrangement.

Green Marthas: This group performs light gardening tasks to keep the church grounds looking green, neat and beautiful in the Edenic version of the "Indoor Marthas" under the direction of the House Committee.

House Committee: This committee oversees maintenance and repairs of Church buildings, building systems operations and projects related to the physical plant, long-term and short-term building users, and user policies.

Interfaith Activities Coordinator: This coordinator manages the interfaith activities schedule and assists the ministers in the creation of interfaith services.

Long-range Planning Committee: This committee elicits input from the Board and the Congregation and works with the Board to create the church's 3-year strategic plan.

Marthas: The Marthas are an eclectic group of volunteers inspired by *Luke 10: 39-42*. Choosing to interpret the Scripture that the acts of labor are as important as hearing the Word, the Marthas volunteer one Saturday per month fixing what needs fixing around the Sanctuary and the Church House under the direction of the House Committee.

Memorial Service Receptions: This coordinator recruits, coordinates, schedules the volunteers to provide/serve refreshments, set up tables (and chairs when necessary), monitor the event for adequate refreshments, cleanliness, etc and clean up the reception area and kitchen immediately following each memorial service. The coordinator is directed and assisted by Church Staff and is supported by the sexton in set-up and clean-up efforts.

Moveable Feast Coordinator: This coordinator coordinates the Moveable Feasts, which are potluck dinners held in LSCers' homes three times during the church year.

Nominating Committee: This committee recruits church leaders to carry out the work of the church.

Outreach Committee: This committee recruits new members and maintains a positive public image for the Church in the community.

Peace & Justice: This committee offers information to the Congregation and to the community about local, national and international issues related to peace and injustice to raise awareness and invite participation in public policy.

Project Care: This effort organized by the Deacons provides for meals, cards, transportation and prayer shawls for LSCers in need of help. Individual coordinators arrange for each category.

Sanctuary Coordinator: This coordinator oversees the sanctuary preparation and ushering for worship services.

Service Coordinator: This coordinator helps connect friends and members of LSC with service opportunities of interest to them.

Spire editor: This person creates the *Spire*, the monthly newsletter of LSC.

Staff Relations: This committee supports the Church Staff in providing effective ministry and helps the Congregation and the staff work together to create a congenial and effective workplace to fulfill the Church's mission.

Stewardship: This committee develops giving by the congregation to create financial stability and reviews fundraising proposals prior to Board approval.

Sustenance Connection: This coordinator organizes the preparation of two meals per month for the guests of Hilda's Place, the homeless shelter housed in the church basement and run by Connections for the Homeless.

Wedding Coordinator: This coordinator provides a link between the church and bridal couple to ensure that their rehearsal and wedding run smoothly by working with our ministers on weddings that take place at Lake Street Church.

Worship Coordinator: A group of coordinators solicits volunteers to serve as 1) liturgists; 2) lectors; 3) greeters; and 4) Communion assistants for Sunday morning services.

Youth Religious Education Committee: This committee works with Church Staff to organize and administer religious education and spiritual development for youth in sixth grade through high school.