

# **Little Rock Baptist Church Benevolent/Hospitality Committee Guidelines and Procedures**

## **Mission:**

To create an atmosphere where both members and guests of Little Rock will feel accepted in the fellowship and to do whatever is necessary to enhance each person's worship experience. The committee will serve as a support group for the church and will be responsible for sending cards, donations, and flowers/fruit baskets to members or immediate family members as appropriate. The committee will provide support to families of Little Rock during weddings, funerals, and special functions.

## **Scriptures:**

1 Peter 4:9

Use hospitality one to another without grudging

Romans 12:9-13

Let love be without dissimulation. Abhor that which is evil; cleave to that which is good.  
Be kindly affectioned one to another with brotherly love; in honour preferring one another;  
Not slothful in business; fervent in spirit; serving the Lord;  
Rejoicing in hope; patient in tribulation; continuing instant in prayer;  
Distributing to the necessity of saints; given to hospitality.

## **Membership:**

Membership is limited to members of the Little Rock Baptist Church and must be approved by the Pastor. The chairperson and other officers will be selected by the committee members annually. Members will serve for one year unless extended by mutual agreement based on performance and faithful service. Committee members may be dismissed by the Pastor plus two-third (2/3) membership.

## **Meetings:**

Committee meetings will be held monthly with special meetings scheduled as necessary.

## **Responsibilities:**

1. The committee is responsible for the visitation of any ill member regardless of whether confined at home or hospitalized. Get Well cards, flowers, fruit baskets, and/or donations will be presented to each ill member and cards will be sent to immediate family members as appropriate.
2. Sympathy cards, flowers and/or donations will be presented to each member's family during the death of an immediate member. This hospitality also extends to immediate family members in distant areas. A sympathy card with flowers or a donation will be sent to the location of the family's choice.

3. Upon notification of death of a member or member's immediate family, the Committee will be available to the family from the time of notification through the funeral services, and will be responsible for the following:
  - a. Coordinate and serve the family meal after the funeral services (repast).
  - b. Contact florists to make arrangement for sending flowers in the name of the church and provide assistance to the family (when requested) in their selection.
  - c. Insure that a committee member attends the Wake and Funeral Service to provide support to the family members.
4. The committee is responsible for soliciting donations and preparing food/clothing baskets for needy families.
5. The committee will support the requested financial assistance from Little Rock members and needs of others that the church may become aware of. The committee will investigate each crisis, report its findings to the Official Board and make recommendations for financial support.
6. Assistance during weddings and special functions will be provided by the Committee upon request.