

Memorial Services and Funerals Policy

Niles Discovery Church recognizes the importance of marking the passing from life into life eternal of members and friends of the church and extended communities. To that end, Niles Discovery Church makes its facilities and pastor available to the community (subject to schedule conflicts) to offer counsel in the grieving process and to plan and hold memorial services and funerals.

In normal circumstances, one of the pastors of Niles Discovery Church will officiate at all funeral/memorial services held in Niles Discovery Church.

The pastors of Niles Discovery Church will set the parameters for the design and conduct of all services. Matters such as, but not limited to, casket display, use of auxiliary personnel, music, presentations, and eulogies will be decided upon through consultation with the pastor. Weddings happen in the midst of the life of the church. When banners, mobiles, hanging symbols, and other liturgical art are present in the sanctuary, they may only be moved with prior consent in consultation with the pastor and Special Events Coordinator; an additional fee may be required.

All facilities use policies of Niles Discovery Church (including facilities use costs) must be followed. When the one who has died or when a surviving relative is a Niles Discovery Church member or active participant in the life of Niles Discovery Church, no donation is expected for the services of the pastor. When there is no direct relationship with the church, the church recommends that donations be made for the services of the pastor. The recommended donation schedule will be set by the Personnel Committee in consultation with the Niles Discovery Church pastors, in accordance with applicable Niles Discovery Church policies and procedures.

The church organist shall have “right of first refusal” on all funerals and memorial services conducted in Niles Discovery Church. The organist is always paid by those arranging the funeral/memorial service, with the fee to be negotiated with the organist. If the organist is available, but the family chooses to use another organist, a bench fee will be paid.

For all services and receptions, all applicable Niles Discovery Church policies and procedures will apply. These include, but are not limited to, facilities use policies, video/photo policies, and Special Events Coordinator requirements (for instance, for receptions).

Approved by the Niles Discovery Church Cabinet on December 28, 2015