

# **Berlin Mennonite Church**

## **Summary of Changes/Additions to the Procedures Manual 2019-2020**

### **Additions:**

- Introduction added
- Organizational chart added
- Descriptions added: Pastor of Visitation (201B), Visual Design Committee (307), Custodian (606), and Food Committee (801)

### **Changes:**

- Updated Council members list and order of list to match order in manual
- Changed name to “Elders” from Spiritual Leadership Commission/Team
- Consolidated some of the Worship and Music Commission positions to fall under Worship Committee (301)
- Moved & renamed Secretary to “Administrative Assistant (204)”, and moved Ministers of Visitation (now 205) under Elder Commission. Ministers of Visitation moved to Addendum due to Pastor of Visitation and Elder team roles.
- Moved out of Auxiliary the section: Mennonite Youth Fellowship (MYF) and Junior Youth Fellowship (JYF) and moved to Christian Education and Nurture section. (503 and 504)
- Reordered the Christian Education and Nurture section.
- Combined Bible Memory program under Primary Sunday School Superintendent and Assistant positions
- Moved Everence (fka MMA) Advocate to Stewardship (611)
- Moved Conference Delegates to it’s own section (901)

### **Positions moved to Addendum:**

- Positions to be stored in back of manual as noted by “\*”: Associate Pastor aka Family Life Pastor, Director of Women’s Ministries, Worship Coordinator, Music Coordinator, Prelude/Offertory Coordinator, MCC and MDS Representative, Wednesday Night Committee (?), Sunday School Secretary, Design Committee, Church Sexton, Land Use Committee