

# Fork Church Roles and Responsibilities

February 22, 2010

I. **Rector.** The Reverend Anne R. Kirchmier

II. **Trustees. (Canons)**

- A. Hugh Campbell
- B. John Rickman
- C. Don Schubert

III. **Diocesan and Regional Councils.**

- A. Court Warfield
- B. Barbara Woods, Alternate

IV **Vestry.**

- A. Senior Warden – Austin Joy
- B. Junior Warden – Beth Schubert
- C. Treasurer – Andie Warfield
- D. Register – Michael Woods
- E. Christian Formation – Ruth Symon – May
  - 1) Adult Forum (Don Schubert)
  - 2) Godly Play (Boo Smythe)
  - 3) Youth Group (Boo Smythe)
  - 4) Nursery (Kelly Aderhold)
- F. Worship - Cari Overby
  - 1) Acolytes (Open)
  - 2) Altar Guild (Bev Smith)
  - 3) Choir (Amy Newell and Debbie Murphy)
  - 4) Flower Guild (Woods and Warekois)
  - 5) LEMs and Lectors (Howard Anderson)
    - a) Licensed LEMS
      - i. Maize Florance
      - ii. Court Warfield
      - iii. Carl Tennille
      - iv. Teresa Kestner
      - v. Paul Newell
      - vi. Debbie Murphy
    - b) Lectors
- G. Building and Grounds - Greg Muniec
  - 1) Buildings and Grounds Committee (Greg Muniec and Tim Kestner)
  - 2) Cemetery Committee (Hugh Campbell)

- H. Parish Life – Teresa Kestner
- I. Mission – Howard Anderson
  - 1) CARITAS (Carl Tennille)
  - 2) St. James the Less Dinners (Lou Ann Cave)
  - 3) Youth Mission trips and projects (Boo Smythe)
  - 4) Episcopal Church Women (Mazie Florance, Ruth Simon-May)
  - 5) WHEAT (Anne Kirchmier, Elizabeth Gordon, Lisa Licata, Deb Anderson)
  - 6) Wood Ministry (Jesse Gordon)
- J. Finance – Lisa Licata
  - 1) Finance Committee
    - i. The Finance and Administrative Liaison
    - ii. The Treasurer
    - iii. Charles Terrell
    - iv. Others as recommended by the Treasurer and approved by the Vestry
  - 2) Stewardship (Paul Newell)
- K. Pastoral Care – Anne Rickman
  - 1) Visitation Committee (Deb Anderson, Mary Kay Thompson, Anne Rickman)
  - 2) Prayer Chain (\_\_\_\_\_)

**V. Finance**

- A. The following have check writing authority:
  - 1) Andie Warfield
  - 2) Debbie Murphy
  - 3) Sharon Edwards
  - 4) Jeanette Harrison
  - 5) Alice Nolan has checkbook and signature authority for Flower Guild checkbook. The Treasurer audits the checkbook annually.