BENEVOLENCE COMMITTEE:

The Benevolence Committee is charged with being the caring face of West Oahu Christian Church. This is accomplished through maintaining an awareness of people’s circumstances and taking appropriate actions, such as sending cards, flowers, gifts, etc. as well as scheduling visitations when appropriate.

Responsibilities:

1. Recruit and assemble a committee to assist in planning and decision making. The committee should include people from both the English and Japanese departments. Committee meetings should be held periodically and as needed.

2. Keep abreast of any “life” events that a member or friend of the church may be experiencing i.e. illness, births, marriage, death, etc.

3. Initiate appropriate action for the given situation. (see guidelines below)

4. Serve as liaison to the Crisis Ministry Team

Reporting requirements for monthly board meeting:

1. Any “life” events that happened since the last Board of Deacons meeting.

2. Actions taken by the committee since the last Board of Deacons meeting.

3. Any upcoming “life” events that the committee is aware of.

4. Any other issues that the Board of Deacons need to be aware of.

Reporting requirements for annual report:

The Benevolence Committee report should include a summary of the significant “life” events that occurred during the term just ended. Recognition of committee members should also be included.
Benevolence Committee Guidelines:

1. **Members:**
   A) **Illnesses and those in need:**
      i. Send flowers, fruit baskets, cards or monetary gifts, on behalf of the church, up to the amount of $50. (Flowers should be ordered through Flo’s Min Florist as the church has an account with them.)
      ii. Visitation of members in the hospital or at home, as appropriate.
   B) **Funerals:**
      i. Purchase of a floral cross or casket spray, on behalf of the church, in the amount of approximately $150 from Flo’s Min Florist.
      ii. Inquire if help is needed at the funeral service. If it is needed, seek out volunteers to assist.
      iii. Attend funeral, if possible.
   C) **Births:** Send flowers, fruit baskets, cards or monetary gifts, on behalf of the church, up to the amount of $50. (Flowers should be ordered through Flo’s Min Florist as the church has an account with them.)
   D) **Weddings:** Send a card on behalf of the church. Other tokens of congratulations may be sent, using discretion.

2. **Member’s immediate family: Each situation must be reviewed individually.**
   Immediate family is defined as a member’s spouse, dependent children and parents (including in-laws).
   A) **Illnesses and those in need:** Send a card on behalf of the church. Other tokens of caring/sympathy may be sent, using discretion.
   B) **Funerals:**
      i. Send a card with a monetary gift of $25 on behalf of the church.
      ii. Attend funeral, if possible.
   C) **Births:** Send a card on behalf of the church. Other tokens of congratulations may be sent, using discretion.
   D) **Weddings:** Send a card on behalf of the church. Other tokens of congratulations may be sent, using discretion.

3. **Friends & supporters: Each situation must be reviewed individually.**
   A) **Illnesses and those in need:** Send a card on behalf of the church. Other tokens of caring/sympathy may be sent, using discretion.
   B) **Funerals:**
      i. Send a card with a monetary gift of $20 on behalf of the church.
      ii. Attend funeral, if possible.
   C) **Births:** Send a card on behalf of the church. Other tokens of congratulations may be sent, using discretion.
   D) **Weddings:** Send a card on behalf of the church. Other tokens of congratulations may be sent, using discretion.