

ADMINISTRATION

TITLE: MINISTRY OF ADMINISTRATION

CHAIRMAN: DAVID MYERS

LIST OF TEAM MEMBERS

Carra Deck – full time secretary

Glenda Carpenter – part time secretary

Scott Jayroe

I. PURPOSE STATEMENT

Communication Coordination Center to all ministries for the fulfillment of our stated goals and vision.

II. CHAIRMAN'S RESPONSIBILITIES

- A. Pray daily for ministry and for the elders and the spiritual needs of the Azalea City family.
- B. Be an encouragement to all team members.
- C. Call meetings when needed.
- D. Promote good communication.
- E. Supervise all professional office personnel.
- F. Keep all ministries informed of upcoming ministry activities.

III. MINISTRY DESCRIPTION

A. Church Forms

1. Terry Cagle and Carra Deck are to ensure that membership forms are correct and completed by each member. These records, containing such information as phone numbers, addresses, and birth dates, and other important information, are being stored in the church's computer.
2. Carra Deck will be helping Monday Night for the Master with any clerical work to help organize the membership cards that are filled out each Sunday.

B. Office Equipment

We are very fortunate to have good equipment to use for our church work. If you would like to use this equipment for any worthwhile need, please check with Carra, Glenda, or David Myers so they can keep a record of items used.

C. Office Hours

Monday through Friday 8:00 a.m. to 4:30 p.m. These hours reflect the usual times the church office will be open. Carra will be here weekdays from 8:00 a.m. until 2:30 p.m. Glenda will be here Monday, Wednesday, and Thursday from 11:30 a.m. until 4:30 p.m.

D. Secretaries – Glenda Carpenter and Carra Deck

1. We are truly blessed and fortunate to have two such good secretaries working for us here at Azalea City. The general duties of a church secretary are no small task. Carra will be filling the role of full time secretary while Glenda will be filling the part time position.
2. If you know of news or information that needs to be passed along to the elders, David Myers, or Terry Cagle, such as those who are sick, hospitalized, or have passed away, please contact Carra or Glenda at the church office. If you have information you would like added to our church bulletin, such as prayer requests or special events, please contact Carra or Glenda by 9:00 a.m. on Wednesday for the Wednesday bulletin or 9:00 a.m. on Friday for the Sunday bulletin.

E. Signing Out Equipment

This year we are encouraging all members to use the sign out sheet located in the church office when borrowing chairs and tables from any building. If you know in advance that you will need tables or chairs, please contact the office as soon as possible to avoid confusion and possible disappointment.

IV. MINISTRY ACTIVITIES FOR 2010

- A. Help elders with ministry review of deacons and staff in May
- B. Give out update forms for 2011 to deacons in July 2010.
- C. Help Terry Cagle with church involvement day in August 2010

V. GOALS

A. Short Term (2010)

1. Purchase power point projector for fellowship hall.
2. Tile office.
3. Work to appoint a deacon to be over Administration.

B. Long Term

1. Update church software to ACS

BENEVOLENCE

TITLE: MINISTRY OF BENEVOLENCE

CHAIRMAN: KEN MURPHY

LIST OF TEAM MEMBERS

Gerald Copeland	Linda Copeland	Rudy Pierce	Nita Pierce
Bob Hankins	Wanda Hankins	Cecilia McCain	Stan Holland
Lou Holland	Melba Nash	David Myers	Rachel Myers
Barbara Mosley	Roy House	Terry Wilkerson	Skip Garner
Bob Bagwell	Buddy Cagle	Gerald King	

I. PURPOSE STATEMENT

Our purpose is to serve those in this community who are in need by providing food and other assistance, to introduce Christ to our community, and provide a platform for good works by our members. To honor and glorify Christ by helping the needy in ways we are able.

II. RESPONSIBILITIES

A. Chairman – Ken Murphy

1. Oversee the performance of the ministry. Recruit and encourage workers and lead them by instruction and example.
2. Chairman and assigned workers will investigate the legitimacy of requests for help.
3. Chairman and assigned workers will provide appropriate help for legitimate requests.
4. Chairman and workers will manage food pantry and funds dedicated to this ministry.
5. Keep records of all who receive assistance and make referrals to other ministries for other appropriate action (i.e. evangelism, etc.).
6. Provide food for holiday baskets for the needy.
7. Make quarterly reports to elders.
8. Procure food from the Bay Area Food Bank in Theodore, Alabama.
9. Encourage congregation to donate surplus clothing and other items to be given to Goodwill in exchange for certificates for purchase that can be used by needy people to buy needed items from Goodwill.

B. Team Members

1. All will pray for the ministry and other ministries that we will bring glory to Christ and His church.
2. Assigned workers will take requests for help, take down all necessary information, and check our records for previous requests for help and the help that was provided.
 - a. Gerald Copeland – Assist chairman
 - b. Rudy Pierce – Help where needed
 - c. Bob Hankins – Help acquire and store food
 - d. Wanda Hankins – Help acquire food, bag food, and assist in its distribution
 - e. Cecilia McCain – Help to interview applicants, maintain records, and make quarterly reports to food bank
 - f. Harold Enke – Help acquire, transport, and distribute food
 - g. Lorraine Enke, Linda Copeland, Nita Pierce, Lou Holland, Barbara Mosley, Juanita Sanders, JoAnn Gibbon – Help interview food applicants
 - h. Roy House, Stan Holland, Gerald King, and Freddy Corina – help with food distribution
 - i. Melba Nash – Help distribute food
 - j. Carra Deck, Glenda Carpenter – handle requests for food from those who weren't able to be present at the food distribution. They also maintain and distribute the Goodwill certificates we receive.

C. Ministry Responsibilities

1. Provide food and Goodwill certificates for legitimate requests for help.
2. Take donated clothing and other items to Goodwill and exchange for purchase certificates.
3. Provide transportation for the elderly, who have no other means to doctor appointments, grocery stores, and pharmacy (A list of volunteers will be available at the church office to be called when this service is needed).
4. Do yard work, housework, and home repairs, such as can be accomplished within the ability and budget constraints of this ministry for the needy members and those outside the church when appropriate.
5. Payment of money for utility bills, etc, will be handled on a case by case basis and with the consent of the elders.

III. BENEVOLENCE ACTIVITIES FOR 2010

- A. This ministry will work to maintain a good supply of nutritional food to be given to the needy, to advertise to people in our area that we will distribute food on the first Thursday of each month at the multipurpose building between 9:00 a.m. and 11:00 a.m. to any approved applicants.
- B. There will be tables available at the food distribution to help people who are interested in Bible study and for those who have prayer requests.
- C. A few days prior to the food distribution, 3 or 4 volunteers will visit the food bank to purchase the groceries and will prepare the bags of groceries to be given out.
- D. Other requests for help will be handled on a case by case basis and those that require expenditure of funds will be handled in consultation with the elders.

IV. GOALS

- A. To build up contacts to come to our church building for food and to develop Bible studies.
- B. To answer other calls for help on a case by case basis.
- C. To make the congregation aware of what we are doing and solicit their participation in any way we can.

BUILDINGS AND GROUNDS

TITLE: MINISTRY OF BUILDINGS AND GROUNDS

CHAIRMAN: GERALD KING

CO-CHAIRMEN: KENT WILKERSON AND LARRY DYE

LIST OF TEAM MEMBERS

Bob Hankins	Wanda Hankins	Claude Thompson	Tom Deck
Theo Blankenship	Robert Stephenson	David Durham	Todd Cagle
Justin Thompson	Tony Carpenter	Conrad Carpenter	Buddy Cagle
Lee Carpenter	Robert Cornelison	Phillip Odom	Toby Cagle
Mike Eubanks	Brandon Schmitz	Michael Eubanks	Jeff May

I. PURPOSE STATEMENT

Our purpose is to maintain the facilities in a manner that is conducive to a comfortable worship environment; that proper maintenance is afforded so maximum equipment operation is achieved while keeping costs low and working hand-in-hand with the other ministries in order to progress God's work.

II. RESPONSIBILITIES

A. Chairman – Gerald King

1. Encourage more people to be involved in this area of ministry.
2. Supervise, delegate, and coordinate team members.
3. Chair all ministry meetings of buildings and grounds.
4. Call meetings when there is a need.
5. Make sure that minutes are taken.
6. Give direction to maintenance of the buildings.
7. Be an encouragement to all involved in the ministry.
8. Be responsible to ensure that the elders are informed of any plans or activities that have been made.
9. New projects
10. Provide access to building for hurricane shelter (for members).

B. Co-Chairman – Kent Wilkerson

1. Stand in for chairman as needed.
2. Handle electrical problems when the need arises.
3. Coordinate heating and air conditioning needs.

C. Co-Chairman – Larry Dye

1. Stand in for chairman as needed.
2. Handle Building and Grounds security needs.
3. Coordinate Security team members.

D. Team Members

1. Bob & Wanda Hankins – Clean building
2. Claude Thompson & Tom Deck – Multi-Media Chairmen
Theo Blankenship, Robert Stephenson
3. Robert Stephenson – Sound & Lighting
David Durham, Justin Thompson
4. Tony Carpenter – Landscape & Irrigation
Conrad Carpenter, Lee Carpenter
5. Robert Cornelison – Baptistry
6. Todd Cagle – Plumbing
Buddy Cagle, Toby Cagle
7. Jeff May – Ballpark
8. Phillip Odom – Cutting Grass
9. Brandon Schmitz, Michael Eubanks, Mike Eubanks – Building Security

III. MINISTRY DESCRIPTION

A. Use of Building

Other worthwhile activities may be held in our facilities from time to time. These activities will be subject to the elders' approval. Guidelines have been set for the use of the multipurpose fellowship hall and a copy can be obtained in the office.

B. Cleaning of the Building

Bob and Wanda Hankins are overseeing the cleaning of the building on a daily basis. Your help and cooperation in keeping our building and grounds as clean as possible is requested and appreciated.

C. Repairs to the Building

All members are encouraged to note any repairs the building might need and bring them to the attention of the following individual: Gerald King.

IV. GOALS

A. Short Term

1. Put in drainage system on north sidewalk.
2. Put tile in office & hall.
3. Put molding around stain window in auditorium.
4. Put air conditioner in kitchen.
5. Replace air conditioner unit upstairs.
6. Wireless microphone system
7. Replace flush system in bathrooms in multipurpose building.
8. Finish up cabinet in kitchen in multipurpose building.
9. Find water cutoff valve in multipurpose building.

B. Long Term

1. Put cover over barbecue units and sink at pavilion.
2. Put in electrical box in front of pavilion.
3. Put light on walkway to multipurpose building.
4. Paint parking light pole.
5. Need some painting on both buildings.
6. Sign in parking lot
7. Put in ice machine in multipurpose building.
8. Work on drainage system in parking lot.

ADULT EDUCATION

TITLE: MINISTRY OF ADULT EDUCATION

CHAIRMAN: BOB WILLIAMS

LIST OF TEAM MEMBERS

Sandy Williams

Bill Pierce

Tricia Pierce

Ministers

Elders

All Adult Bible Class Teachers

I. PURPOSE STATEMENT

The purpose of the Ministry of Adult Education is to edify the Azalea City church family. Our aim is to:

- A. Help participants grow in knowledge of the sacred writings of Scripture.
- B. Help participants develop a closer relationship with God and His Son Jesus Christ.
- C. Provide a continuing opportunity for spiritual nourishment.
- D. Provide a time of uplifting and encouraging fellowship.
- E. Provide a medium for discussing spiritual and other vital matters within the secure framework of a loving church family.

II. CHAIRMAN'S RESPONSIBILITIES

Under the oversight of the elders, Bob Williams will:

- A. Determine what topics would be beneficial to our members and relevant to their needs.
- B. Secure good and appropriate teachers for Bible classes.
- C. Coordinate and schedule classes and teachers.
- D. Purchase books for the church library which will be helpful in the area of adult education.
- E. Coordinate with the ministers, elders, and other ministry leaders regarding special themes, events, or other congregational programs (i.e. Wonderful Winter Wednesdays, Family Vacation Bible School, Guest Speakers, etc.)

III. MINISTRY DESCRIPTION

A. Typical Sunday Morning Bible Class Program

1. Quarterly system (Winter: December-February; Spring: March-May; Summer: June-August; Fall: September-November)
2. College and Young Adults
3. Adult Class – Library or MPBFR (Fundamentals of Faith; recurring class by Bill Pierce)
4. Adult Class – Fellowship Hall
5. Adult Class – Auditorium

B. Typical Wednesday Evening Bible Class Program

1. Open system (April-December)
2. Adult Class in Auditorium (mostly men, but women are welcome)
3. Ladies' Class in Fellowship Hall (overseen by Marion Barnette and taught by a variety of women)
4. Wonderful Winter Wednesdays (combined class in auditorium January through March; speakers selected and overseen by elders and/or ministers)

IV. GOALS AND PLANS

- A. Find and encourage more of our men and women who are capable of teaching.
- B. Continue to occasionally have Lessons from the Heart series of Bible classes (different man teaching each week; provides opportunity to grow in their ability and confidence in teaching).
- C. Actively solicit suggestions and ideas for class topics.
- D. Communicate more with elders and ministers regarding their insights into the educational needs of the congregation.
- E. Provide Information Sheets in foyers (and for greeters) detailing the available classes and their teachers and location in the building.
- F. Constantly seek to improve in quality of and attendance in Bible classes.

CHILDREN'S EDUCATION

TITLE: MINISTRY OF CHILDREN'S EDUCATION

CHAIRMEN: JEFF MAY & JUSTIN THOMPSON

LIST OF TEAM MEMBERS

Brandie May
Johnny McDonald
Tanya Eubanks

Terra Thompson
Alicia McDonald

Michelle Cagle
George Spurlock

Terry Cagle
Lisha May

I. PURPOSE STATEMENT

"Train up a child in the way he should go, and when he is old he will not depart from it." Proverbs 22:6

"Iron sharpens iron, and one man sharpens another." Proverbs 27:17

II. CHAIRMEN'S RESPONSIBILITIES

- A. Arrange teachers for children's education including ages 2 months through 12 years.
- B. Obtain curriculum for children's classes.
- C. Arrange and fill in as substitute teachers.
- D. Organize and keep up classrooms.
- E. Evaluate progress of classes.
- F. Listen to suggestions/requests.

III. MINISTRY DESCRIPTION

- A. Sunday morning Bible class program
- B. Wednesday night Bible classes
- C. Memorization room following class on Sunday
- D. Rewards for numerous items
- E. Periodic meetings with teachers and substitutes to be sure class time is going smoothly

IV. MINISTRY ACTIVITIES FOR 2010

- A. Coordinate Sunday A.M. primary Bible class
- B. Coordinate Wednesday P.M. primary Bible class
- C. Perfect attendance, Bible-bringing, and memorization awards for dedicated young Bible scholars
- D. Periodic meetings with our teachers, substitutes, and parents for suggestions, and to develop a strong sense of cooperation.

**The "memorization room" will be utilized as a "puppet room" from now on. We will be coordinating with the Lads to Leaders and Leaderettes and puppet ministries during this process.

V. GOALS

A. Short Term

1. Find and encourage more of our men and women who are capable of teaching.
2. Help enable the children to further develop their knowledge of the Bible, and encourage them to take applicable and appropriate leadership roles when opportunities arise.

B. Long Term

Develop our own unique primary school Bible curriculum

EVANGELISM/VISITATION

TITLE: MINISTRY OF EVANGELISM/VISITATION

CHAIRMEN: BILL PIERCE AND DAVID MYERS

LIST OF TEAM MEMBERS

Rudy Pierce	Lisha May	Tanya Eubanks	Dean Simmons
JoAnn Gibbon	Lindy Wright	Tammy Odom	Michele Evans
Glenda Carpenter	Roy House	Marion Barnette	Terry Cagle
Conrad Carpenter	Iris House	Jeff May	Karen Copeland
Jean Fogle			

I. PURPOSE STATEMENT

Concentrate efforts to reach those without Christ and encourage missing members.

II. RESPONSIBILITIES

A. Chairmen's Responsibilities

Our purpose is to promote the work of the church through evangelistic efforts and work closely under the oversight of the eldership.

B. Team Members' Responsibilities

1. Rudy Pierce & David Myers – Visitation
2. Lisha May & Tanya Eubanks – Kitchen, Food
3. Dean Simmons – Prayer Groups
4. JoAnn Gibbon – Phone Calls
5. Lindy Wright – Newspaper, Cards
6. Tammy Odom & Michele Evans – Cards
7. Conrad & Glenda Carpenter – Food Delivery (also Roy & Iris House, Michele Evans, & Marion Barnette)
8. Terry Cagle & Jeff May – Youth
9. Karen Copeland & Jean Fogle – Cookies

III. MINISTRY DESCRIPTION

- A. To work primarily with the un-churched
- B. To lead souls to Christ by outreach efforts such as the home Bible studies, Bible correspondence, House to House/Heart to Heart, and other forms of personal work.

IV. MINISTRY ACTIVITIES FOR 2010

- A. Continue our outreach ministry called "Monday Night for the Master". This ministry is designed to reach out to the spiritual needs of our members and win non-members to Christ. Scheduled January through May and August through December.
- B. Continue our outreach ministry through our benevolence ministry. The objective is to set up Bible correspondence courses and home Bible studies in connection with our food giveaway ministry.

V. GOALS

A. Short Term

1. Increase participation in Monday Night for the Master.
2. To set up more Bible studies in 2010 than we did in 2009.
3. To train our members to be greater home Bible teachers.
4. Have one Gospel meeting scheduled for 2010.
5. Have billboard advertisement for the church.

B. Long Term

Have local T.V. Program

FELLOWSHIP

TITLE: MINISTRY OF FELLOWSHIP

FELLOWSHIP CHAIRMAN: DAVID KIRBY

PIONEER CHAIRMAN: ROBERT OLIVER

LIST OF TEAM MEMBERS – FELLOWSHIP

Melisa Kirby	David Durham	Sandy Durham	Anna Layton
Kathy Henebry	Michael Davidson	Jessica Davidson	Justin Thompson
Terra Thompson	Marion Barnette		

LIST OF TEAM MEMBERS – PIONEERS

Lindy & Dora Wright	Rudy & Nita Pierce	George & Jeanette Mears
Bill & Eunice Day	Bob & Wanda Hankins	Gerald & Pauline King
Robert & Evelyn Cornelison	John & Ruby Allsup	Bob & Frieda Bagwell
Stan & Lou Holland	Dean & Joyce Simmons	JoAnn Gibbon
Juanita Sanders	Irene Odom	Brenda Odom
Clarice Kite	Florence Nelson	Beverly Hall
Marion Barnette	Terry Andrews	JoAnn Brown
Libby Phillips	Jean Fogle	Evelyn Wright

I. PURPOSE STATEMENT

A. Fellowship

Our purpose is to promote unity and to provide fellowship activities through which all members can be actively involved.

B. Pioneers

Our purpose is to get the older members of our congregation actively involved in different programs.

II. RESPONSIBILITIES

A. Chairman – David Kirby

1. Look for ways to involve all members and promote new fellowship activities.
2. Provide fellowships for all members to be actively involved in.
3. Oversee fellowships from setup to cleanup.
4. Keep paper supplies stocked for fellowships.

B. Chairman – Robert Oliver

As coordinator, it is my responsibility to bring into harmony different activities that the older members of our congregation will be involved in.

C. Team Members

1. Fellowship (Family Day) – David Kirby, Melisa Kirby, David Durham, Sandy Durham, Anna Layton, Kathy Henebry
2. Homebuilders – Michael & Jessica Davidson
3. Young Professionals – Justin & Terra Thompson
4. Ladies' Ministry – Marion Barnette
5. Fall Festival – David & Sandy Durham, David & Melisa Kirby

III. MINISTRY ACTIVITIES

A. Special Dates

1. Family Day – February 7, 2010 and future dates to be announced
2. New Members Fellowship – November 2010
3. Homebuilders, Pioneers, Young Professionals – Once a month activities
4. Ladies' Fellowship – Tuesday Ladies' class, wedding/baby showers
5. Men's Fellowship – Prayer breakfast
6. Wednesday night dinner – 1st and 3rd Wednesdays of each month
7. Fall Festival – October 2010
8. Adult Christmas Party – December 2010
9. Sunday night fellowships – Dates to be announced
10. VBS ice cream supper – August 2010
11. Honor graduates – April/May 2010
12. Involvement Day

B. New Fellowship Ideas

1. Family Day – to reach designated attendance goals
2. Family Day – Super Sunday (Feb)
3. Wed Night Dinners – possibly make 3rd Wed dinner potluck

C. Pioneers

1. Visit hospitals and shut ins
2. Send cards
3. Have two Pioneer fellowships each month

IV. GOALS

A. Fellowship

1. Family Day that has attendance goals
2. Develop Primetimers into a working group
3. Family Day – Super Sunday
4. Wed Night dinners – make 3rd Wed dinner potluck

B. Pioneers

Our goal is to try to get all senior citizens of the congregation involved with the pioneer program.

FINANCE

TITLE: MINISTRY OF FINANCE

CHAIRMAN: DEAN SIMMONS

LIST OF TEAM MEMBERS

George Mears

Robert Cornelison

Evelyn Cornelison

David Kirby

Carra Deck

I. PURPOSE STATEMENT

The finance ministry is a very important ministry that is dedicated to provide financial accountability and financial means with which to carry out the work of this congregation and God's overall mission for saving the lost.

II. RESPONSIBILITIES

A. Chairman

1. To make sure that contributions are collected after services and to count and put funds in safe place so they may be deposited into proper accounts.
2. Present and oversee presentation of budget during the year.
3. Find answers to questions about the budget.

B. Collection Counters

1. George Mears
2. David Kirby
3. Robert Cornelison
4. Evelyn Cornelison

III. GOAL

To handle budget requests from different ministries.

GREETERS

TITLE: MINISTRY OF GREETERS

CHAIRMAN: DAVID MYERS

LIST OF TEAM MEMBERS

Bob & Sandy Williams	Gerald & Linda Copeland	Bill & Tricia Pierce
Robert & Evelyn Cornelison	Scott & Michelle Jayroe	David & Sarah Myers
George & Jeanette Mears	Mike & Tanya Eubanks	Rudy & Nita Pierce
Johnny & Alicia McDonald	Phillip & Tammy Odom	Roy & Iris House
Michael & Margaret Istre	Tim & Carlotta Russell	Jeff & Brandie May
Kevin & Mary Ella Crowell	Stan & Lou Holland	Terry Wilkerson
Skip Garner	Libby Phillips	Ken Murphy
Belinda Moss	Youth Group	

I. PURPOSE STATEMENT

Our purpose is to welcome visitors as representatives of Christ, to greet them with a smile, and to make visitors feel at ease so they will want to come back again and again.

II. CHAIRMAN'S RESPONSIBILITIES

- A. Assign greeters, asking them to be in place fifteen minutes before services.
- B. To urge them to focus on visitors, rather than members.
- C. To see that greeters packets and materials are ordered, are available, and ready to put in visitor's hand.
- D. To help the greeters to know that they will be the first person that a visitor will meet.

III. GREETERS DESCRIPTION

- A. Place – Greeters are asked to be at the three major entrances: the two front doors, the door under the porch, and the side door on the north side of the building. There will be an information booth or table in the foyer. A sign will be posted on the booth or table so visitors can know where to go. A guest registration book will be either on the booth or table so visitors can give their name and address. There will be an assigned greeter at the booth for the entire time prior to Bible class and the worship service. Greeters are also asked to be present on Sunday night as well.
- B. Time – Assigned greeters are to arrive at the building 15-20 minutes prior to services.

C. Materials for Visitors and Members

1. The Worship Bulletin
2. Visitor's Packet containing the following materials:
 - a. Visitor's Card
 - b. Brochure about Azalea City Church of Christ
 - c. A map of the church campus
 - d. An up-to-date list of all Bible classes available, including the subjects being taught
 - e. Some small token of our appreciation, such as a pen or refrigerator magnet with the church's name on it
 - f. Personal business cards from the minister, the youth minister, and the involvement minister

IV. GOALS

- A. Find volunteers to work behind the information booth each Sunday morning and night.
- B. Train ministry members and greeters to use the visitor packets effectively.
- C. Upgrade visitor packets (see number 2 under materials for visitors and members).
- D. New deacon to serve in this ministry and be ministry chairman.

INVOLVEMENT

TITLE: MINISTRY OF INVOLVEMENT

CHAIRMAN: TERRY CAGLE

LIST OF TEAM MEMBERS

Elders

Secretaries

Ministers

Ministry Leaders

Ministry Members

I. PURPOSE STATEMENT

The purpose of the involvement ministry is to encourage all members to be involved.

II. RESPONSIBILITIES

A. Chairman's Responsibilities

1. Work with involving congregation
2. Preach
3. Teach class
4. Visit
5. Oversee VBS

B. Team Members

1. Elders – Work in assimilation process to help visitors become new members
2. Secretaries – Issue involvement sheets
3. Ministry Leaders – Work on involving all members by getting them involved in the ministry in which they desire to work

III. MINISTRY DESCRIPTION

A. New Member Cards

1. Cards filled out by members
2. Given to Ministry Chairmen

B. Advise member on the process

C. Card shared with Elders

1. Meeting of new members with elders
2. Elders/Ministry Chairman announces new member to congregation

D. Second Meeting

1. Ministry Chairman gets name from elders
2. Ministry Chairman and elders make a visit

E. New members fill out involvement sheet

F. Inform the ministry leaders of the new members' desire to serve in their ministry

G. Ministry leaders contact new member and get them involved in their ministry

IV. GOALS

A. Short Term

Purchase new member/current member pictorial screen

B. Long Term

Involve all members

LADS TO LEADERS/LEADERETTES

TITLE: MINISTRY OF LADS TO LEADERS/LEADERETTES

MINISTRY CHAIRMAN: DAVID MYERS

LIST OF TEAM MEMBERS

Terry Cagle	Sarah Myers	Rachel Myers	Michelle Jayroe
Steve May	Lisha May	Theo Blankenship	Christina Blankenship
Johnny McDonald	Alicia McDonald	Tammy Cade	Carra Deck
Tom Deck	Margie Busby	Kent Wilkerson	Terry Wilkerson

I. PURPOSE STATEMENT

Our purpose is to develop an environment conducive to the learning and personal growth of our children in an effort to prepare them for service in the kingdom.

II. CHAIRMAN'S RESPONSIBILITIES

- A. Coordinate the implementation of the Lads to Leaders Ministry.
- B. Recruit and train (if necessary) coaches for each event.
- C. Promote Lads to Leaders and its principles to all the families at Azalea City.
- D. Encourage involvement not only from all our children, but also from the adults.
- E. Promote learning and spiritual growth over competition.

III. MINISTRY DESCRIPTION

Lads to Leaders benefits increase:

- A. Self-esteem
- B. Self-worth
- C. Communication skills
- D. Personal confidence
- E. Social skills
- F. Spiritual strength
- G. Personal abilities
- H. Listening skills
- I. Intellectual skills
- J. The Self-Starter habit
- K. Positive attitudes toward problem solving
- L. Desire to learn and lead
- M. Ability to get along with others

- N. Ability to deal with authority figures
- O. Personal responsibility and dependability
- P. Knowledge of the roles of elders, deacons, teachers, preachers, and members
- Q. The setting of high standards of personal morality

IV. MINISTRY ACTIVITIES

- A. Prepare children for convention by meeting with each other and coaches.
- B. Complete all lessons taught by coaches.
- C. Complete registration and sent by Jan, 2010, to go to convention April 1-4, 2010.
- D. Secure rooms for participants.
- E. Prepare group for activities during convention.
- F. A post-convention presentation will be conducted to congratulate the children and adults for all their accomplishments during the year.

V. GOALS

- A. Appoint new chairman for 2010/2011 (May through March)
- B. Increase the number of children/adults in the Lads to Leaders ministry

MISSIONS

TITLE: MINISTRY OF MISSIONS

CHAIRMAN: GEORGE SPURLOCK

LIST OF TEAM MEMBERS

David Myers
Ken Murphy
Candi White
Samantha Spurlock
Terry Cagle
Elders

I. PURPOSE STATEMENT

Our purpose is to spread the message of Christ in our community and across the world, encouraging and supporting our missionaries and their families, while also utilizing every tool available to introduce lost souls to the Lord and His church.

II. RESPONSIBILITIES

A. Chairman

1. Oversee the areas of ministry as a whole that have been assigned by the elders.
2. Coordinate the collective efforts of each team member.
3. Conduct team meetings as necessary.
4. Maintain proper communication within the team.
5. Recruit new team members.
6. Make myself available to our missionaries to address any issues/concerns that arise.
7. Monitor all mission efforts to make sure there is continual doctrinal soundness in all areas of work.

B. Team Members

1. Attend all mission meetings.
2. Keep abreast of current information regarding missions.
3. Help chairman (deacon set goals for different areas of emphasis when needed).
4. Assume an area of responsibility and report as needed.
5. Suggest goals and help clarify them.

III. MINISTRY ACTIVITIES

- A. Increase our communication and encouragement to our missionaries, utilizing our MNFTM program for letter/card writing.
- B. We will develop a large "bulletin board" to expose our members more completely to the efforts underway in this ministry.
- C. We will meet to collect/share ideas of how to best serve in this effort.
- D. We will recruit members to go on various mission trips and assist in raising their support as is possible.
- E. Missions supported
 - 1. Gulf Coast Bible Camp
 - 2. Faulkner Christian University Bible Department
 - 3. Mobile Christian School
 - 4. Azalea City Christian School
 - 5. Mobile Inner City
 - 6. Ukraine
 - 7. Steve Worley (Africa)
 - 8. Bala Turgong (Africa)
 - 9. Guyana

IV. GOALS

- A. Short Term
 - 1. Solidify the ministry term.
 - 2. Determine/assign team member responsibilities.
 - 3. Decide on team meeting dates as possible.
 - 4. Contact missionaries and evaluate their needs/status.
 - 5. Develop bulletin board.
- B. Long Term
 - 1. Increase our worldwide efforts.
 - 2. Develop mission teams from Azalea City, including our teens.
 - 3. Consider adding World Bible School to our ministry.

MULTI-MEDIA

TITLE: MINISTRY OF MULTI-MEDIA

CHAIRMEN: CLAUDE THOMPSON AND TOM DECK

LIST OF TEAM MEMBERS

Theo Blankenship
Robert Stephenson
Justin Thompson
Clay Thompson
Carra Deck

I. PURPOSE STATEMENT

Our purpose is to use powerpoint and the internet to communicate the events and efforts of the Azalea City Church of Christ.

II. RESPONSIBILITIES

A. Chairman: Claude Thompson

1. Make schedule for men to work powerpoint during worship service.
2. Make sure powerpoint is running properly during worship service.
3. Fill in as needed.

B. Chairman: Tom Deck

1. Update sermons on website.
2. Perform routine maintenance on website as needed.
3. Meet with elders and communicate/update ministry needs and progress.

C. Team Members

1. Theo Blankenship, Justin Thompson, Clay Thompson, Tom Deck, Robert Stephenson, Claude Thompson: Work powerpoint as scheduled
2. Carra Deck: Update website as needed, write and upload powerpoint

III. GOALS

- A. Stand for laptop near podium
- B. Edit sermons for online
- C. Putting the service online – Youtube or our own web
- D. Recruit other members to help

PRAYER

TITLE: MINISTRY OF PRAYER

CHAIRMAN: DEAN SIMMONS

I. PURPOSE STATEMENT

Our purpose is to pray for all members and needs to draw closer to one another by sharing prayer together.

II. RESPONSIBILITIES

To coordinate ideas of how best to inform all members who wish to be a part of prayer needs and requests.

III. GOALS

- A. To establish core prayer team.
- B. Use core members to contact all members of congregation.
- C. Encourage group prayer evenings in different members' homes.
- D. Email members with encouraging notes.

TRANSPORTATION

TITLE: MINISTRY OF TRANSPORTATION

CHAIRMAN: PHILLIP ODOM

LIST OF TEAM MEMBERS

All Van Drivers

I. PURPOSE STATEMENT

Our purpose is to transport members and guests to church functions to encourage growth and involvement.

II. RESPONSIBILITIES

A. Chairman

1. Oversee the maintenance of the van.
2. Ensure that drivers are insured and are good drivers.
3. Attend all ministry leaders meetings.
4. Review the budget needs for the van.

B. Team Members

1. Adults
 - a. Drive for church functions
 - b. Take van to repair shop when needed.
2. Teens – help to keep van clean

III. GOALS

A. Short Term

1. Transport members and guest to church functions.
2. Develop a plan to pick up members who need a ride to services.

B. Long Term

Buy a new church van or church bus

WORSHIP

TITLE: MINISTRY OF WORSHIP

CHAIRMEN: MICHAEL DAVIDSON AND STEVE MAY

LIST OF TEAM MEMBERS

Don Jones

Phillip Odom

I. PURPOSE STATEMENT

Our purpose is to help provide a worship service conducive for praise, glory, and honor to our God in Heaven.

II. RESPONSIBILITIES

A. Chairman – Michael Davidson

1. Provide link between Elders and ministry.
2. Prepare list of men who will serve each month in an active role during the worship services.
3. Provide church secretary the prepared men's list for publication in bulletin.
4. Get more members involved in ministry.

B. Chairman – Steve May

1. Lead Singing
2. Coordinate men to lead singing

C. Team Members

1. Don Jones
 - a. Substitute for chairman when appropriate.
 - b. Help assemble those who are to serve and participate in the public worship.
2. Phillip Odom – assist with the ministry when called upon

III. GOALS

- A. Update list of those to serve.
- B. Purchase a worship scheduler software to assist with the monthly list of those to serve.
- C. Get more workers involved.

YOUTH

TITLE: MINISTRY OF YOUTH

CHAIRMAN: TERRY CAGLE

LIST OF TEAM MEMBERS

Michelle Cagle	Justin Thompson	Terra Thompson	Scott Jayroe
Michelle Jayroe	Jeff May	Brandie May	Tanya Eubanks
Teenagers			

I. PURPOSE STATEMENT

Our purpose is to grow into one of the strongest, God fearing, neighbor loving, Bible knowing, Gospel spreading youth ministries in the world today.

II. RESPONSIBILITIES

A. Chairman

1. Encourage teens to grow spiritually.
2. Teach our youth what it means to be a disciple of Christ.
3. Be an example and provide examples for our youth.
4. Plan, conduct, and oversee all youth activities.
5. Communicate all activities to the elders and the parents.
6. Help engage families into a regular practice of spiritual building at home.

B. Team Members

1. Adults

- a. Serve as a sounding board for ideas.
- b. Help plan the monthly calendar.
- c. Help chaperone trips.

2. Teens

- a. Help plan the monthly calendar.
- b. Help involve the other teens in the group.

III. MINISTRY DESCRIPTION

We want all of our teens at Azalea City to be involved in order to develop a close relationship with Jesus Christ.

IV. MINISTRY ACTIVITIES

A. Monthly

1. In-home devotionals
2. Area-Wide devotionals
3. Fun Friday Fellowships
4. Fifth Quarter
5. Sing His Praises
6. Service Opportunities

B. Yearly

1. Gulf Coast Bible Camp (June)
2. Summer trip, Mission trip to Rainbow Omega (July)
3. FUEL (December)
4. GULF (January)
5. Conquerors (August)
6. JEWELS (January)
7. Exposure Youth Camp (December)
8. Southern Evangelism Conference (August)
9. Teen Retreat at Gulf Coast Bible Camp (February)
10. Family camping trip

V. GOALS

A. Short Term

1. Reevaluate mission statement
2. Do more activities with the families
3. Encourage more involvement with Lads to Leaders

B. Long Term

1. Get more families involved in the youth ministry.
2. Work toward getting a bus for youth and church.

Budget Summary

Administration	\$132,111.67
Benevolence	\$14,740.00
Buildings & Grounds	\$169,920.00
Adult Education	\$150.00
Children's Education	\$5,500.00
Evangelism	\$7,886.00
Elders	\$2,500.00
Fellowship	\$4,550.00
Finance	\$400.00
Greeters	\$200.00
Involvement	\$2,488.48
Lads to Leaders	\$3,600.00
Missions	\$43,636.00
Multi-Media	\$1,000.00
Transportation	\$2,376.00
Worship	\$850.00
Youth	\$28,843.04
Children	\$270.00

2010 BUDGET

ACCOUNT	2010 BUDGET
ADMINISTRATION	\$132,111.67
Minister's Salary	\$72,127.00
Secretary's Salary	\$19,756.36
Asst Secretary's Salary	\$12,157.60
Office Supplies	\$2,000.00
Telephone & Long Distance	\$2,640.00
DSL	\$400.20
Postage & Mailing	\$1,500.00
Office Equipment/Maintenance	\$7,000.00
Social Security/Medicare	\$8,440.56
Polishing the Pulpit	\$500.00
Workers Comp/General Liability	\$4,000.00
Cell Phone	\$600.00
Juno Charge	\$9.95
Miscellaneous	\$800.00
Bank Charges	\$180.00

ACCOUNT	2010 BUDGET
BENEVOLENCE	\$14,740.00
David Wheeler	\$900.00
Rainbow Omega	\$1,740.00
Raintree Children's Home	\$600.00
Food Distribution	\$8,000.00
Funerals & Food	\$1,000.00
Miscellaneous	\$2,500.00

ACCOUNT	2010 BUDGET
BUILDINGS & GROUNDS	\$169,920.00
Alabama Power Company	\$35,000.00
Mobile Area Water System	\$2,000.00
South Alabama Utilities	\$1,400.00
Waste Management	\$2,000.00
Pest Control	\$800.00
Insurance	\$23,300.00
S&O Alarm	\$400.00
Fire Equipment Maintenance	\$1,000.00
House Cleaning	\$7,200.00
Grass Cutting	\$7,320.00
Air Conditioner Filters	\$500.00
Light Bulbs & Ballasts	\$500.00
Air Conditioners	\$2,500.00
Miscellaneous Supplies	\$6,700.00
Wireless Microphone System	\$1,300.00
General Maintenance	\$8,000.00
Property Payment	\$70,000.00

ACCOUNT	2010 BUDGET
ADULT EDUCATION	\$150.00
Adults/Library	\$150.00

ACCOUNT	2010 BUDGET
CHILDREN'S EDUCATION	\$5,500.00
Bible Class Literature	\$3,000.00
Bible Class Supplies	\$200.00
VBS	\$2,300.00

ACCOUNT	2010 BUDGET
EVANGELISM	\$7,886.00
Newspaper Ad	\$486.00
TV Ministry	\$2,600.00
Home Bible Study Aids	\$300.00
Monday Night for the Master	\$3,500.00
Gospel Meetings	\$1,000.00

ACCOUNT	2010 BUDGET
ELDERS	\$2,500.00
Miscellaneous	\$2,500.00

ACCOUNT	2010 BUDGET
FELLOWSHIP	\$4,550.00
Fellowship Supplies	\$2,500.00
Fall Festival	\$1,200.00
Women's Ministry	\$500.00
Miscellaneous	\$100.00
Pioneers	\$250.00

ACCOUNT	2010 BUDGET
FINANCE	\$400.00
Software Maintenance	\$400.00

ACCOUNT	2010 BUDGET
GREETERS	\$200.00
Visitor Packets	\$200.00

ACCOUNT	2010 BUDGET
INVOLVEMENT	\$2,488.48
Associate Minister's Salary	\$1,538.48
Leadership Retreat	\$200.00
Pictorial Display for Foyer	\$600.00
Miscellaneous	\$150.00

ACCOUNT	2010 BUDGET
LADS TO LEADERS	\$3,600.00
Shirts	\$250.00
Convention Registration	\$1,225.00
Books	\$150.00
Miscellaneous Supplies	\$250.00
Thurs Dinner @ Convention	\$150.00
Hotel Expenses	\$1,575.00

ACCOUNT	2010 BUDGET
MISSIONS	\$43,636.00
Gulf Coast Bible Camp	\$5,000.00
Faulkner Bible Department	\$1,000.00
Mobile Christian School	\$5,000.00
Inner City	\$3,300.00
Ukraine Salaries	\$17,000.00
Ukraine Travel	\$2,500.00
Steve Worley	\$1,800.00
Bala Turgong	\$6,036.00
Guyana	\$1,000.00
Miscellaneous	\$1,000.00

ACCOUNT	2010 BUDGET
MULTI-MEDIA	\$1,000.00
Domain & Hosting Fees	\$200.00
Miscellaneous	\$800.00

ACCOUNT	2010 BUDGET
TRANSPORTATION	\$2,376.00
Fuel Allowance/Terry	\$300.00
Fuel Allowance/Jason	\$50.00
Fuel Van	\$500.00
Van Insurance	\$1,200.00
Emergency Fund	\$250.00
Van Tag	\$16.00
Car Wash for Van	\$60.00

ACCOUNT	2010 BUDGET
WORSHIP	\$850.00
Communion Items	\$800.00
Miscellaneous/Worship Software	\$50.00

ACCOUNT	2010 BUDGET
YOUTH	\$28,843.04
Youth Minister's Salary	\$21,154.04
Youth Minister's Health Insurance	\$269.00
Monthly Fellowships	\$200.00
Annual Teen Trip	\$1,500.00
Dinner with Teens	\$100.00
Area Wide Devo	\$350.00
Faulkner Lectureships	\$100.00
Youth Minister Retreat	\$250.00
Exposure	\$600.00
Graduation Supplies	\$400.00
SEC	\$150.00
Sing His Praises	\$250.00
Conquerors	\$50.00
Teen Retreat	\$200.00
Fifth Quarter	\$400.00
Super Saturday	\$100.00
Scholarship	\$400.00
Jamboree	\$100.00
Rainbow Omega Trip	\$500.00
Teen Lunch Bunch	\$70.00
Jr/Sr College Trip	\$250.00
GULF	\$800.00
Senior Send Off	\$50.00
Jewels	\$100.00
Special Project	\$100.00
Miscellaneous	\$400.00

ACCOUNT	2010 BUDGET
CHILDREN	\$270.00
Tween Days	\$70.00
Party Supplies	\$100.00
Miscellaneous	\$100.00

	2010 BUDGET
TOTALS	\$421,021.19
WEEKLY NEED	\$8,096.56