

FUNERAL & MEMORIAL SERVICES



ST. ANDREW'S
LUTHERAN CHURCH

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Terminology

- FUNERAL**
- A service where the deceased’s body is present in a casket or as cremated remains in an urn.
- MEMORIAL SERVICE**
- A service where the deceased’s remains are not present.
- GRAVESIDE SERVICE**
- A service held at the grave site at a cemetery or columbarium.
- COLUMBARIUM**
- An outdoor, above-ground structure that contains multiple niches in which the cremated remains of an individual are placed for posterity.
- COMMITTAL**
- A brief service of prayers at the grave site.
- INTERMENT**
- Burial in the final resting place.
- INURNMENT**
- Placing of cremated remains that are in an urn into a niche or some other resting location, often immediately following a funeral service.

We're Here to Walk With You

Funerals and memorial services have a long history in our Christian culture. At St. Andrew's Lutheran Church, caring for people who are grieving the death of a loved one is an important part of our vision—to transform lives, communities and the world so that everyone may know God's healing power.

People gather together after the death of a loved one for at least three reasons.

First, they come to remember and celebrate the person's life.

Every human being leaves some kind of legacy and it is highly appropriate for family and friends to remember the unique life and stories of the deceased.

Second, people gather to grieve. This is often painful, but the public expression of sorrow often helps family and friends bring closure to the person remembered. The funeral or memorial service is one of the first steps in the healing process called grief.

Third, people gather to renew and strengthen their faith in God's love expressed to us in the death and resurrection of Jesus Christ. As Christians we know that the grave is not the final word. Jesus and his promise of the resurrection give us the hope that someday all God's children will be united around God's heavenly throne.

Please think about and express your wishes for the service. We work with each family to ensure details of the worship service and the accompanying gathering times (e.g., visitation, meals, picture displays) are consistent with the standards and guidelines of St. Andrew's.

THINGS TO KNOW

- The majority of services are held in the Sanctuary and can be scheduled Monday through Saturday with the exception of church holidays. Based on Sanctuary availability, in some instances a service can be scheduled in the Great Hall.
- Funeral receptions are held in the Sanctuary Fellowship Hall.
- Visitation time can be scheduled at the church one hour prior to the funeral service.
- Pastors are also available to officiate at services held off-site.

We welcome any family that is seeking a compassionate, Christian service for their loved one. Membership at St. Andrew's is not required. Our experienced staff will guide you through the basics of planning a service.

Please contact us before you begin to make commitments based on worship time, location or Pastoral staff to ensure accurate arrangements and scheduling.

We're here to walk with you through this process.

Sincerely,
St. Andrew's funeral team



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Service Planning

SCHEDULING

When working with a funeral home, the Funeral Director will communicate directly with St. Andrew's funeral team. St. Andrew's funeral team will arrange for a Pastor to be present, reserve dates, times, and spaces. St. Andrew's funeral team will coordinate a meeting with the service Pastor to discuss the details of the service.

The funeral home will:

- Make arrangements for the transportation of the deceased, complete all necessary paperwork, and implement the choices made by the family regarding the funeral and final disposition of the deceased.
- Provide all service options during funeral arrangement meetings.
- Arrange for placement of obituary.
- Coordinate with St. Andrew's funeral team for scheduling, Pastor, and other arrangements.
- Have Funeral Director and attendants present at funeral or memorial service to set up, greet guests and family, attend to guest book, manage family and guest needs, gather family, attend to memorial gifts, set up, move and transport flowers and photo displays.

When NOT working with a funeral home, additional charges will apply. The family should then speak directly with St. Andrew's funeral team.

MEMORIALS

If you would like memorials directed to the church or to a particular ministry area within the church, please inform St. Andrew's funeral team.

BULLETIN

A personalized printed bulletin for the service will be provided by St. Andrew's funeral team.

ORDER OF SERVICE

Families will discuss the service content with the Pastor. There are many details to consider when planning the service—scripture, music, special readings, and audio/visual elements. The following is information and suggestions to assist you in planning the service itself.

SCRIPTURE READINGS TO CONSIDER

Psalms	Gospels	Lessons
Psalms 23	Matthew 11:25-30	Isaiah 40:27-31
Psalms 27	John 5:24-29	Isaiah 41:8-10
Psalms 34	John 6:35-40	Isaiah 43:1-5
Psalms 46	John 11:25-27	Romans 5:1-11
Psalms 84	John 12:23-26	Roman 8:31-35
Psalms 90	John 14:1-7	I Corinthians 15:12-26
Psalms 103		I Corinthians 15:51-57
Psalms 121		II Corinthians 5:1, 6-10
Psalms 139		Revelation 21:1-7
		Ecclesiastes 3:1-12
		2 Timothy 4:7-8

MUSIC

St. Andrew's will always consider the family's music requests. Congregational hymns and solos (if requested) are considered part of the service. Musical preferences and styles will be observed as much as possible, but at times suggestions may be made by the Pastor or St. Andrew's Music Coordinator as to the appropriateness of certain selections for our church setting.

The organ and/or piano accompaniment will be provided by one of our trained professionals. The services of a soloist can be arranged through St. Andrew's Music Coordinator. Other musicians can be included in the service and St. Andrew's Music Coordinator will work with them and their musical arrangement(s). Please make your musical needs known to the Pastor and St. Andrew's funeral team.

Suggested Hymns

Hymn # is from the cranberry hymnal

Amazing Grace #779
Beautiful Savior #838
Be Thou My Vision #793
Children of the Heavenly Father #781
For All the Saints #422
Great Is Thy Faithfulness #733
Guide Me, Ever Great Redeemer #618
He Leadeth Me
How Great Thou Art #856
I Know That My Redeemer Lives! #619
In the Garden
Just a Closer Walk with Thee #697
Lead On, Oh King Eternal #805
Lift High the Cross #660
My Hope Is Built on Nothing Less #597
O Day Full of Grace #627
O God, Our Help in Ages Past #632
On Eagle's Wings #787
Softly and Tenderly Jesus Is Calling #608
The Old Rugged Cross
This Is My Father's World #824
When Peace, Like a River #785

Suggested Vocal Solos

Take My Hand, Precious Lord
10,000 Reasons
Beautiful Things
He's Always Been Faithful
I Can Only Imagine
On Eagle's Wings
You Raise Me Up
Untitled Hymn (Come to Jesus)

AUDIO VISUAL ELEMENTS

A sound technician will be in attendance at every funeral to control the sound equipment and microphones. If you have a video story or slideshow to be used during the visitation or luncheon, please let St. Andrew's funeral team know as soon as possible so this can be coordinated with our video technicians. Videos are not shown in the Sanctuary worship space—they will only be shown in the Atrium and Fellowship Hall during the visitation and luncheon.

Slideshow Video

- We accept video files that are formatted as .mp4 or .mov ONLY.
- Email finished videos to both **lgrundtner@saintandrews.org** AND **joe.holmberg@saintandrews.org**.
- When using online file sharing such as Google Drive or Dropbox, please make sure ANYONE and EVERYONE has permission to both view and edit the file.
- Videos on flash drive are acceptable.
- We recommend videos be formatted for widescreen HD 720p or 1080p
- Include up to 250 pictures (2-5 seconds per picture is recommended).
- We recommend no music accompany the video.
- Please provide us with the video at least three days prior to the funeral date for testing and troubleshooting.
- Livestreaming and video recording of the service is available.

What to Expect on the Day of Service

St. Andrew's funeral team will be available one hour prior to the visitation and/or service.

WORSHIP SPACE

Standard setup in the Sanctuary and Atrium includes:

- Sanctuary & Atrium spaces
- Small table for placement of urn, picture, flowers, or space for placement of the casket
- Reserved signs on pews for family
- Two rectangular tables with linen tablecloths
- Easels for picture display boards
- Card basket
- Table for guest book

The Pastor will gather with immediate family approximately 10 minutes before the service begins. All family members will then process into the Sanctuary together.

FLOWERS

Flowers should be delivered to the Sanctuary building. On the day of the service, please plan to take the flowers and plants with you after the service or luncheon.

LUNCHEONS & RECEPTIONS

St. Andrew's funeral reception volunteers are responsible for providing a luncheon or reception after services held Monday–Friday. Saturday reception options are catered by Lake Elmo Inn, based on availability. Receptions are served in the Fellowship Hall and may be scheduled as early as 11am and must be completed by 3pm. Communicate your reception needs with the St. Andrew's funeral team choosing from options on page 11. Costs are subject to change. Typically, leftover food is packaged and given to the family.

FOOD

St. Andrew's Catering

This option is available Monday–Friday.

Option #1 – Cold Sandwiches (\$7.50/person)

- Meat and cheese variety with condiments
- Rolls, pasta salad, and garden salad
- Bars and cookies
- Coffee, lemonade, and water

Option #2 – Hot Meal (\$10.50/person)

- Baked mostaccioli with or without meat
- Garden salad and garlic bread
- Bars and cookies
- Coffee, lemonade, and water

Option #3 – Desserts & Coffee Only (\$2.50/person)

- Bars and cookies
- Coffee, lemonade, and water

Lake Elmo Inn Catering

This option is available Monday–Saturday. Lake Elmo Inn availability must be confirmed by St. Andrew's Funeral Coordinator before confirming the funeral date.

Option #1 – Cold Sandwiches (\$23.00/person)

- Meat and cheese variety with condiments
- Rolls/bread, fresh fruit tray, and garden salad
- Bars and cookies
- Coffee, lemonade, and water

Option #2 – Hot Meal (\$23.00/person)

- Italian chicken penne pasta (red and white sauces)
- Rolls/bread, fresh fruit tray, and garden salad
- Bars and cookies
- Coffee, lemonade, and water

Option #3 – Desserts & Coffee Only (\$9.50/person)

- Bars and cookies
- Coffee, lemonade, and water

HONORARIUMS & FEES

Funeral or Memorial Service Costs.....\$1,150

This price includes the honorarium for the Pastor and fees for organist, soloist, audio/visual services, facilities, and funeral coordinator. If the service is held off site, not all fees will apply.

Interment/Graveside Service Only.....\$100

Pastor honorarium

Additional Fees

An additional \$750 will be charged if there is no Funeral Director scheduled to be present at the church service.

Financial assistance may be considered upon request based on need and availability.



PHOTO BY KEN FOURNELLE PHOTOGRAPHY

St. Andrew's Columbarium & Memorial Garden

The St. Andrew's Columbarium and Memorial Garden is located immediately north of the Sanctuary. A columbarium is an outdoor, above-ground structure that contains multiple niches in which the cremated remains of an individual are placed for posterity. Landscaped gardens with walkways and a memorial prayer garden surround our Columbarium walls.

Please Note: When you are making arrangements with a funeral home, please let us know if you are interested in reserving a niche in the Columbarium & Memorial Garden. If that's the case, it will not be necessary to purchase a special urn from the funeral home. We'll provide the urn as part of the Columbarium package.

COLUMBARIUM

Cremated remains are placed in an urn. On the outside of each urn, an engraved nameplate is attached. A 10-15 minute service will be scheduled with one of our Pastors for the purpose of committing the cremated remains to the appropriate niche. This is either done at the time of a funeral service or can be scheduled separately from the service.

Columbarium niche reservation includes the urn, name plate, and exterior stone face. A niche accommodates the cremated remains of one or two individuals. Niche reservation cost is \$2,100.

MEMORIAL WALL

Special memorial stone plaques can be purchased for \$300 and placed on the Memorial Wall for loved ones buried at another location.

Continuing the Journey With You

The death of a loved one is part of life's journey. Grief is a natural part of the human experience, yet so often we try to ignore or hasten our grief work. The events surrounding the funeral and burial can be a good start for the journey, but rarely are they the final destination.

TOGETHER IN GRIEF

At St. Andrew's we offer an in-person, facilitated support group for those experiencing the loss of loved ones. The group gives everyone an opportunity to share, listen, and support each other to move toward healing.

You can join the group at any time and there is no cost to attend. To learn more about the group please contact Lisa Grundtner at **lgrundtner@saintandrews.org** or check out our support and care opportunities at **saintandrews.org/care-support-groups**.

Notes



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LUTHERAN CHURCH

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