## Memorial Reception Team 2018 Report

The Memorial Reception Team is comprised of volunteers whose goal is to create a welcome community for UUAA family members and guests celebrating the life of a deceased loved one.

Prior to the service and reception, a team coordinator helps the family in the planning stages. She also coordinates the reception team volunteers along with their memorial reception duties.

On the day of the reception, a team coordinator supervises and assists in the setting up, food/drink service, and clean-up duties. Team members and a coordinator assist families with the following,

- Prepare/decorate the Social Hall
- Welcome guests and family members
- Assist setting up personal items
- Arrange and serve refreshments
- Clean kitchen and Social Hall
- Pack leftovers/drinks/personal items

This year, we assisted with four memorial receptions. Team members include Carolyn Barber, Marie Duke, Ellie Shappirio, Judi Lintott, Fran Lyman, Margaret Pekarek, Pat Appleberry, Richard Lintott, Sara Matthews, and Melinda McKay. Liz Hartley and Betsy Price are the co-coordinators for the Memorial Reception Team.