

The AMEC Clergy Family Information Center

ANNUAL REPORT OF THE ADMINISTRATOR
“A Global Ministry of Connectivity, Sharing and Compassion”



Mrs. Ora L. Easley, Administrator

African Methodist Episcopal Church Council Of Bishops And General Board Meeting

June 26-27, 2018

*Hilton Atlanta Hotel
255 Courtland Street NE
Atlanta, Georgia 30303*

Bishop McKinley Young, Senior Bishop
Bishop Reginald T. Jackson, Host Bishop and President, Council of Bishops
Bishop Vashti Murphry McKenzie, President, General Board
Bishop Frank Madison Reid, III, Chair, Commission on Social Action

Mrs. Jacquelyn DuPont Walker, Social Action Consultant/Director

"You did not choose me, but I chose you and appointed you so that you might go and bear fruit—fruit that will last—and that whatever you ask in my name, the Father will give you. " John 15:16 (NIV)

GREETINGS:

To: Bishop McKinley Young, Senior Bishop; Bishop Reginald T. Jackson, President of the Council of Bishops and Host Bishop; Bishop Vashti Murphy McKenzie, President of the General Board; Bishop Frank Madison Reid, III, Chair of the Commission on Social Action; Bishops of the Church; Episcopal Supervisors; General and Connectional Officers; Mrs. Jacquelyn DuPont-Walker, Social Action Consultant/Director; members of the General Board; members of the Commission on Social Action; my sisters and brothers, ALL. GREETINGS!

A blessed privilege it is to share the annual stewardship accountability report as the Administrator of The Clergy Family Information Center, an online notification ministry reaching outward to AME Church family members in Districts 1-20, a ministry of connectivity, of sharing and of compassion. The primary function of the ministry is the posting of **Bereavement Notifications**. These notifications inform email recipients of deaths occurring within the clergy families of our Zion, from the church leadership downward to those who serve in hard and remote places.

THE VERIFICATION PROCESS:

Deliberate care is exercised with each notification to avoid the posting of erroneous service information which could be disquieting for the families involved. The verification process involves the tedious and time-consuming human element of the ministry, as telephone calls are made to confirm service arrangements with funeral establishments and often-times with a bereaved family member. It is encouraging that many notifications are now received from Episcopal District Offices. However, as an added precaution, experience has taught, **to cross-check all notifications** for accuracy prior to posting. In instances of haste, mistakes can be made.

THE FOLLOWING STEPS ARE INVOLVED IN POSTED BEREAVEMENT NOTIFICATIONS TO THE CONNECTIONAL CHURCH FAMILY:

- I. Telephone calls are made to the designated funeral establishment to verify arrangements provided. (Districts 1-13). Also, for the correct spelling of names.
- II. International calls are made to verify Episcopal Family Bereavements when the occasion warrants.
- III. A cross check is made to see if the funeral establishment has an online guest book to insert in email as a clickable link.
- IV. When a funeral establishment is not listed, an extensive process of googling of the deceased' name occurs, or telephone calls are made to an episcopal district office or a presiding elder's office to secure a family member's phone number. A call is then placed to express sympathy and to engage the relative to see if there is other pertinent information the family desires to include.

FOLLOWING THE POSTING OF EACH BEREAVEMENT NOTICE THE FOLLOWING ACTIONS OCCUR:

- Message of condolence on behalf of the CFIC ministry and the SAC are emailed to the bereaved family member or placed on an online Funeral Home Guest Book
- A summarization of the bereavement posted is logged, that the CFIC website might be updated monthly

***A concentrated effort is made to verify every notification of bereavement posted, therefore, follow-up information, updates and addendums **are only posted** at the request of the Presiding Bishop in which the deceased resides or unless the deceased is a part of the church leadership requiring a greater distribution of details.

SIGNIFICANTS OF THE MINISTRY:

How heart rendering is the time spent speaking with bereaved family members, some sharing cherished moments or human-interest moments about the lives of their deceased loved one. Also, they express their gratitude, as they share, "how pleased they are that someone from the connectional AME Church thought well enough of the family to call and express words of sympathy." The array of funeral programs received, lovely handwritten notes and email words of gratitude, validates over and over, how significant the CFIC ministry has been in the lives of bereaved families over the days, months and years.

CONGRATULATORY ANNOUNCEMENTS:

Congratulatory announcements are shared on Fridays, providing opportunity for commendations, congratulations and well wishes to be extended by the AME Church family to those who are praising God for the Joy of significant milestones reached in their lives.

CONGRATULATORY ANNOUNCEMENT GUIDELINES:

The following are posted by The Clergy Family Information Center: Graduations, baccalaureate degrees and above; academic achievements; birth of PK's, grandchildren and great-grandchildren; birthday celebrations – 70 years and above, 75, 80, 85, 90, etc.; weddings of ministers, PK's, grandchildren and great grandchildren; wedding anniversaries- 25th, 30th, 35th, 40th, 45th, 50th, 55th, 60th and above and noteworthy achievements.

*Congratulatory Announcement's Design, **one (1) photo** can be included with each congratulatory announcement.

STATEMENTS OF GRATITUDE:

As the Clergy Family Information Center (CFIC) continues its Ministry of Outreach, Statements of Gratitude from clergy families may now be posted each week on Thursday, for those who wish to use the service to express gratitude to the Connectional AME Church family for kindnesses shown during their season of bereavement.

OTHER NOTIFICATIONS POSTED:

- Bereavements affecting the AMEC Chaplaincy as well as Presidents and Deans of the AME Church Institutions of Higher Education
- Bereavements affecting the leadership of the Connectional Lay Organization and the Women's Missionary Society
- Bereavements occurring within the staff of Episcopal District Offices and staff of the General Officers
- Prayer requests received from the Bishops, Episcopal Supervisors and the General and Connectional Officers

THE FOLLOWING ARE NOT POSTED BY THE CLERGY FAMILY INFORMATION CENTER:

- For profit advertisements (patrons, ad requests, event tickets, sale of books, pamphlets CD's, or DVDs)
- Photos of deceased family members are **discouraged** as inclusion on notices of bereavement, **encouraged** are links to the mortuary or newspapers' Guest Book

OUTREACH TO ENHANCE THE MINISTRY PRESENCE:

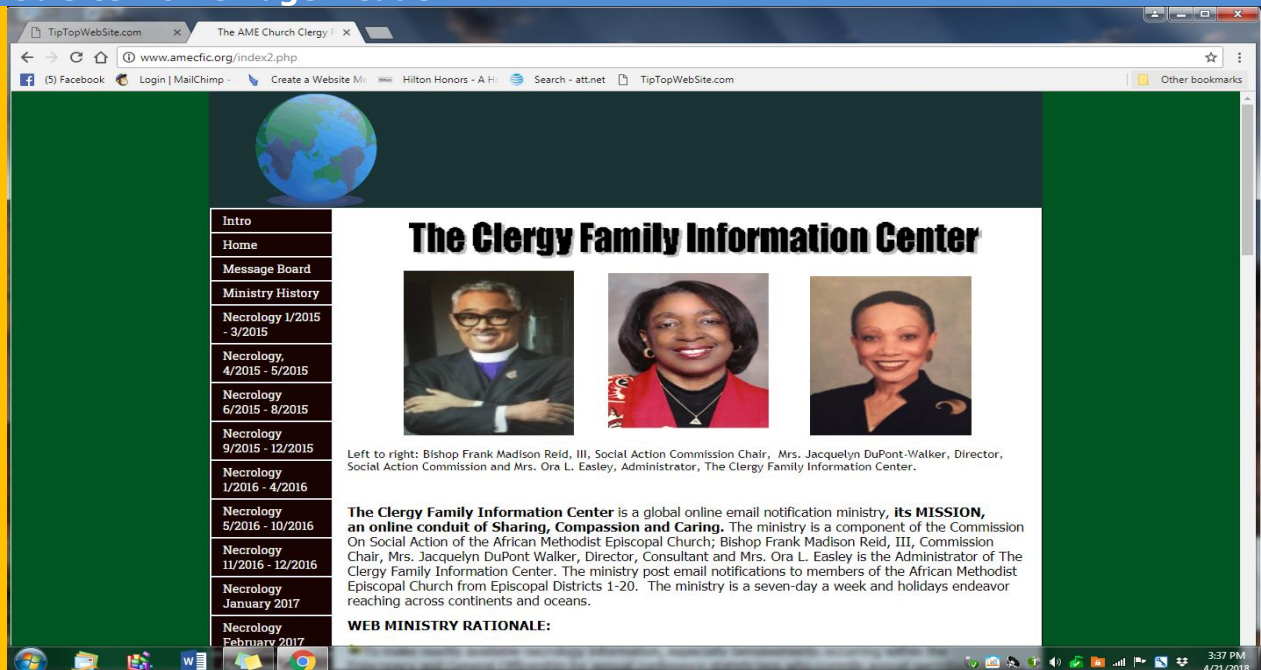
For more professionalism, the CFIC continues to maintain its dedicated email domain, acronym, **AMECFIC.NET**. CFIC also continues to house its global website @ domain URL **www.amecfic.org** in cyberspace, which has received over 187236 visitors, and utilizes social media, Facebook and LinkedIn. Additionally, the CFIC has a business telecommunication account and utilizes Tech 360 Support for 24-hour technical services on the desktop computer, laptop computers, and tablet.

MINISTRY STATISTICS: (June 2017-May 2018)

Notices of Bereavement Posted	303
Messages of Condolences Shared with Families	248

WEB MINISTRY:

-Web Site Home Page Header-



- To make available necrology information, especially bereavements occurring within the church leadership for annual conference statisticians who compile annual necrology reports.
- To make the Clergy Family Information Center posting guidelines available.
- To spread the ministry message to a global audience via cyberspace.

MINISTRY OPERATION:

The CFIC ministry is available to post bereavement notifications day and evening, seven- days a week including holidays. A laptop computer is carried to all church conventions, on vacations and on overnight church or holiday outings, to be available to post bereavement notices should the need arise. Although the responsibilities of the administrator are surely greater and operating expenses have increased, the CFIC ministry continues its day to day operation receiving one-half of the Social Action allocation as recommended two Quadrenniums ago and approved by the actions of the General Board. We remain grateful to Director/Consultant Jacquelyn DuPont-Walker for the magnanimous spirit in sharing of the modest Social Action allocation.

BROADEN READERSHIP:

The Editor of the Christian Recorder, continues to include summarization listings of the CFIC notifications of bereavement and congratulatory announcements, data gathered from the CFIC website, in the AME Christian Recorder, providing wider visibility internationally.

IN GRATITUDE:

Gratitude is extended to Bishop Frank Madison Reid, III, Social Action Commission Chair, for his support, gracious spirit and ministry affirmation, and to Episcopal Supervisor Marlaa MeShon Hall Reid, for her keen interest. Likewise, gratitude is extended to Bishop Jeffrey Nathaniel Leath, Presiding Prelate of the Thirteenth Episcopal District and Episcopal Supervisor, Susan Jones Leath, M.D., for their encouragement. Kudos' to my clergy spouse, Presiding Elder, Dr. William W. Easley, Jr., for his caring spirit and support.

RECOMMENDATION:

The google translator has been added, which translates into 103 languages, therefore, for more inclusiveness internationally, that more Episcopal Districts, beyond stateside, be encouraged to submit notifications to the administrator of the Clergy Family Information Center.

Respectfully Submitted,

Ora L. Easley

