

## Lay Leader Checklist

Leading a Sunday morning worship service is easy. A large library of complete worship services is available and ready to use. Contact JoAnn Lanning for access to these resources.

Carol Lytle  
213-0933 (h)  
749-2441 (w)  
[cjlytle@iw.net](mailto:cjlytle@iw.net)

Jon Paulson  
213-2720 (h)  
749-2185 (w)  
[paulson@bv.edu](mailto:paulson@bv.edu)

Ed or JoAnn Lanning  
732-3506 (h)  
[lanning@bv.edu](mailto:lanning@bv.edu)  
[lanningj@bv.edu](mailto:lanningj@bv.edu)

Gene Lindgren  
712-843-5730 (h)  
[genelindgren@iowatelecom.net](mailto:genelindgren@iowatelecom.net)

\_\_\_ Prepare Order of Service bulletin – contact Carol, Jon, Ed, or JoAnn for assistance and paper.

\_\_\_ If you plan to include music, contact Carol or Ed Lanning for CD's and use of a CD player.

\_\_\_ To make sure hymnals and chalice are brought to the service, contact Carol on or before the Friday prior to the service.

\_\_\_ If you are hosting a guest speaker:

\_\_\_ Arrange for honorarium -- usually \$50 -- Gene and Carol can write and sign checks.

\_\_\_ Submit a brief article to area papers– or ask Ed Lanning for assistance.

Cherokee Chronicle Times: [editor@ctimes.biz](mailto:editor@ctimes.biz)

Storm Lake Pilot-Tribune: [dlarsen@stormlakepilottribune.com](mailto:dlarsen@stormlakepilottribune.com)

Storm Lake Times: [times@stormlake.com](mailto:times@stormlake.com)

\_\_\_ If the speaker needs technology support, contact Jon or Carol.

**Important:** If you are the first person to arrive at BVU on a Sunday morning and you find either the outside doors locked or the doors to the room locked, contact Campus Security at 749-2500.

### Template for Storm Lake area publicity:

Storm Lake Area Unitarian Universalists will host [speaker], [occupation] on [day, month/date]. [Speaker's name], will present [Sermon Title], at 10:30 a.m. in the [Name of Room] in the Harold Walter Siebens Forum on the campus of Buena Vista University. The public is welcome.

Unitarian Universalism is a liberal religion born of the Jewish and Christian traditions whose members come together to support one another's personal search for spiritual truths and fulfillment, while honoring traditions from a variety of religious backgrounds. .

For more information about the Storm Lake congregation, visit [www.slauua.org](http://www.slauua.org) or call 213-0933.