

## MINNEAPOLIS MONTHLY MEETING

### 2025 Closer (Care of Meeting) Instructions

#### Unprogrammed Worship

- Hold the mic close to your mouth. If you are wearing a mask, remove it briefly while speaking.
- Introduce yourself to both attenders in the Meeting room and online.
- State that in the manner of Friends, worship will close with a handshake, for example, "I'll indicate the close of worship with a handshake, and at that time, please greet someone nearby you with a handshake or with another way of connecting."
- Ask Friends that if a message comes to them out of the silence, that they discern is not meant only for them, and is meant to provide vocal ministry, to please stand and wait for the microphone so that we may all hear if they are in the meeting room. If they're on Zoom ask that they unmute themselves to speak and remember to re-mute when they've finished. Remind Friends to please hold the silence between speakers so that each message can be absorbed.
- Finally, give this reminder to Friends on Zoom. "If you are on Zoom, please find a place in your home to settle into worship. If you must move during worship, please turn your camera off until you resettle. Movement on Zoom is distracting to others."

#### Closing Unprogrammed Worship

- Indicate close of worship with a handshake of someone nearby. (See notes on timing below.)
- Thank Friends and ask for visitors or those who have been gone for a while, in the meetinghouse and on Zoom, to introduce themselves. Invite them to sign the guestbook in the entryway.
- Ask for joys and concerns.
- Ask for any announcements about Mid-morning program.
- Close with "Friends go in peace," or "Friends are at liberty."
- Note: closing should not last longer than 10:10 to allow prep time for Mid-morning Program.

#### Notes on Unprogrammed Worship Timing

- Worship begins at 9 A.M. (10:00 A.M. during the summer schedule).
- On the second Sunday of the month, worship ends at 9:40 and transitions smoothly into Monthly Meeting for Business. We use an abbreviated closing protocol on this Sunday. At 9:40 indicate the close of worship with a handshake with someone nearby. On all other Sundays, at 10 A.m., indicate close of worship with a handshake with someone nearby. Following introductions, transition to business meeting with language such as, "Friends are invited to stay for Monthly Meeting for Business or to go in peace."

## Semi-programmed Meeting for Worship

- Note that on some Sundays, a prelude may be offered.
- Hold the mic close to your mouth. If you are wearing a mask, remove it briefly while speaking.
- After a brief silence as Friends settle into silence, introduce yourself as the closer and identify the person who is the planned speaker.
- State that in the manner of Friends worship will close with a handshake, for example, “I’ll indicate the close of worship, with a handshake, and at that time, please greet someone nearby you with a handshake or with another way of connecting.”
- Ask Friends that if a message comes to them out of the silence, that they discern is not meant only for them, but meant to be shared in vocal ministry, to please stand and wait for the microphone so that we may all hear if they are in the meeting room. If they’re on Zoom ask that they unmute themselves to speak and remember to re-mute when they’ve finished. Remind Friends to please hold the silence between speakers so that each message can be absorbed.
- Finally, give this reminder to Friends on Zoom. “If you are on Zoom, please find a place in your home to settle into worship. If you must move during worship, please turn your camera off until you resettle. Movement on Zoom is distracting to others.”
- If there is an opening hymn, give the name and number (if it is in the hymnal) of the opening hymn. Prior to close of meeting for worship, if there is a closing hymn, give the name and number, (if it is in the hymnal).

## Closing Semi-programmed Worship

- Indicate the close of worship with a handshake with someone nearby (see notes on timing below).
- Thank Friends, those who spoke and those who ministered by holding the silence. Thank the musician if music was shared.
- Ask for visitors or those who have been gone for a while, in the meetinghouse and on Zoom, to introduce themselves if they feel comfortable doing so. Invite them to sign the guest book in the entryway.
- Ask if Friends, in the meetinghouse or on Zoom, have joys or concerns to share.
- Direct Friends’ attention to announcements in the bulletin and give a reminder to submit announcements to the Office Manager by Thursday noon before meeting for worship.
- End meeting with “Friends go in peace” or “Friends are at liberty” or similar phrase.

## Notes on Semi-Programmed Worship Timing

- On 1st, 3rd, 4th, and 5th Sundays, Semi-programmed Worship begins at 11:15 A.M. and ends at 12:15 P.M. (Worship begins at 10:00 A.M. during the summer schedule).
- On the 2nd Sunday of the month, Monthly Meeting for Business transitions into semi-programmed worship at 11:15, ending at 12:00 noon.