

**Closing instructions for in-person-only Meetings
(Other side for hybrid Meetings) - updated 2026-02-19**

In-person-only meetings :

10 minutes before the end of Meeting start Joys & Sorrows

Friends, we have reached the time in Meeting when we invite people to share personal joys and sorrows and other brief messages. Please leave space between messages. There will be time for introductions and announcements at the rise of Meeting.

10:30 am or when messages have finished: (Leave ~ a minute after the final message, longer if appropriate.)

Good morning, friends. I am <your name>, serving as the meeting closer for this meeting for worship.

If less than ~30 people:

“Given that we are a relatively small group today, as an EXTENSION OF OUR WORSHIP, please SILENTLY form a circle for our final few minutes of worship.”

After silence (squeeze hands of those adjacent to you):

Welcome. It's our custom to go around the room and say our names. If you are new or returning after an absence, please introduce yourself. If you do have announcements, please keep them brief, to 1-2 sentences.

If greater than ~30 people:

Given that we are a larger group, please take a minute to greet your neighbor.
[Pause to let this happen]

If you are new or returning after an absence, please introduce yourself. If you have announcements, please keep them brief, to 1-2 sentences.

If you would like to have a name tag, receive the weekly bulletin by email, or be in the directory, there are yellow slips of paper on the lobby table to indicate your preferences.

There is a little gray box by the front door for donations, or donations can be made through the donate button on the Meeting webpage

Please join us for refreshments in <location>. Meeting has risen.

Hybrid meetings:

10 minutes before the end of Meeting start Joys & Sorrows

Friends, we have reached the time in Meeting when we invite people to share personal joys and sorrows and other brief messages. Please leave space between messages. There will be time for introductions and announcements at the rise of meeting.

12:00 pm (10:30 on business meeting Sunday) or when messages have finished: (Leave ~ a minute after the final message, longer if appropriate.)

Good morning, friends. I am <your name>, serving as the meeting closer for this meeting for worship.

Please take a minute to greet your neighbor. **[Pause to let this happen].**

We invite newcomers or people returning after an absence to stand and introduce yourselves. Is there anyone in the room?

Anyone on Zoom?

Are there announcements on Zoom? Please state your name before giving your announcement.”

In the room?

If you would like to have a name tag, receive the weekly bulletin by email, or be in the directory, there are yellow slips of paper on the lobby table to indicate your preferences. If on Zoom type your information into the chat window.

There is a little gray box by the front door for donations, or donations can be made through the donate button on the Meeting webpage

Non-Business Meeting Sundays:

If on Zoom you may stay online for fellowship. Meeting has risen.

Business Meeting Sundays:

Please join us for refreshments <location>. We will start Business meeting at 11:00am. Meeting has risen.