



Membership Handbook

Bramlett
Methodist Church

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Bramlett
Methodist Church

Vision

Loving Jesus – Positively Impacting Our Community – Building Families

Mission Statement

Bramlett's mission is to help people BELONG, to BELIEVE and grow in our faith and BECOME what God has created us to be in ministry as a child of God.

Strategic Growth

All persons are vital members of the community of faith at Bramlett Methodist Church. There are numerous opportunities for all people of all ages to participate in the life of the church and to be engaged in faith affirming activities. Our goal in all Ministries at Bramlett is to build a solid foundation that encourages life-long Christian discipleship.

LIFE GROUPS

Life Groups are people coming together to study the word of God and supporting each other where they are in life. These groups help to build a solid foundation together in the word of God and bring a closeness with God as the center.

Life Group Options

Sunday School for ages Birth to age 18

Life Groups age 19 and Up: "Truth Seekers", "Shared Blessings" or "Bible Seekers"

Sunday Night Life Group "Bible Buddies"

Youth Ministry (Ages 11-18) – Children's Ministry (Ages 4-10) – Nursery (Birth - Age 4)

Highpoint Club – Bramlett Craft Club – Middies – Methodist Women – Methodist Men's Groups

Core Values

JESUS FIRST, JESUS ALWAYS

We are convinced all things find their true meaning in and through Jesus Christ. Jesus shows us who God is and at the same time who we are meant to be. He has the last word and final say about how we understand ourselves to be and how we live our lives. We believe the greatest thing we can do for the World is to lift

Jesus up in worship and invite people into a saving relationship with him.

Colossians 1:15-20; Revelation 5:12-13; Matthew 6:33

ON EARTH AS IN HEAVEN

Jesus' fundamental gospel message had to do with God's Kingdom drawing near. The Kingdom of God is not so much a location as it is a reality—the Kingdom of God is wherever things are the way God wants them to be. To follow Jesus means to devote ourselves to the advancement of God's Kingdom here on earth by picking up our cross, following Jesus into the broken places of the world, and partnering with him in putting the pieces back together. Mark 1:15; 2 Corinthians 5:17-20; Matthew 25:40

TRUTH IS ESSENTIAL

We believe in truth as revealed in Holy Scripture. The Bible is God's infallible Word for authority and guidance. Understanding God's Word provides light for our lives. Psalms 119:130; 2 Timothy 3:16

PARTICIPATION OVER OBSERVATION

Jesus' invitation is not to come and see, but to come and follow. There is no neutral in the Kingdom of God. If we have said yes to Jesus, then we have also been called and equipped by the Holy Spirit to play a role in what Jesus is doing by serving the church and changing the world. 1 Peter 4:10; Matthew 16:24-25; Romans 12:11

ABOVE AND BEYOND

By sending the World Jesus, God spared no expense but unloaded the resources of heaven to rescue a World He loves. Considering this we are committed to doing whatever it takes to reach people with the good news of the gospel. 1 Corinthians 9:22-23; Ephesians 3:20; Matthew 28:18-19; Psalm 67:1

PEOPLE MATTER

In Jesus, we are introduced to the God who knows us inside and out as if we were the only person on the planet. We are committed to being a church that does not forget about its people. You are not just a number—you are a vital part of the story God is telling through this church. Romans 12:13; Matthew 10:29-31

BETTER TOGETHER

The full life of God meets us in a unique way as we move closer together in relationships. Our shared life is one of the primary ways in which we encounter God for ourselves and at the same time prove to the watching world our relationship with Jesus is for real. Acts 2:42-47; John 17:20-21

PRAYER DRIVEN

Prayer is not the least we can do but is often the most we can do. Prayer has the power to move the heart of God to accomplish and bring about things that otherwise would not happen. 1 Thessalonians 5:17; Acts 2:42; 1 John 5:14

Who We Are

Bramlett is a Methodist Church and a member of the Global Methodist Church. We follow the Global Book of Doctrines and Disciplines which can be found at www.gmcofsc.org under Resources. Bramlett Methodist Church also has its own Bylaws for operating. If you would like a copy of Bramlett's Bylaws please contact the Office Administrator in person, at office@bramlettmc.org, (864) 871-3172 (c), or (864) 876-9691.

Membership

Qualifications For Membership

Members of the church are those members who were previously members of the Bramlett United Methodist Church. Those seeking new membership must:

1. Through their actions, words, lifestyle, and affiliations, evidence a genuine experience of regeneration through faith in and acceptance of the Lord Jesus Christ as personal Savior.
2. Attend a pre-membership class led by a member of the pastoral staff or appointee in which they will review the church's statement of faith, bylaws, general practices and policies, and expectations of members.
3. Be interviewed by the pastor, pastoral staff and/or church council to ensure they fully subscribe to the statement of faith contained herein and agree to submit to the authority of the church and its leaders.
4. Membership will be granted upon the recommendation of the pastor and/or a majority vote of the church council, and upon compliance with any one of the following conditions:
 - By baptism at this or another church; or
 - By letter of transfer from another Bible-believing church of like faith and practice, or other written statement of good standing from the prior church if the applicant has been baptized; or
 - By testimony of faith, having been baptized in another Bible-believing church of like faith and practice.

Privileges of Membership

1. Only members of at least eighteen years of age who are physically present at a duly called meeting of the church shall be entitled to vote. There shall be no proxy or absentee voting. The eligible membership of the church may only exercise voting privileges in those areas that are defined and limited by these bylaws. Members may not vote to initiate any church action; rather the vote of a member is to confirm and ratify the direction of the church as determined by the pastor and the church council.
2. This congregation functions not as a pure democracy, but as a body under the headship of the Lord Jesus Christ and the direction of the pastor as the under-shepherd with the counsel of the church council. Determinations of the internal affairs of this church are ecclesiastical matters and shall be determined exclusively by the church's own rules and procedures. The pastor and church council shall oversee and/or conduct all aspects of

this church. The church council shall give counsel and assistance to the pastor as requested by them.

3. Membership in this church does not afford the members with any property, contractual, or civil rights based on principles of democratic government. Although the general public is invited to all of the church's worship services, the church property remains private property. The pastor or individual designated by the church council has the authority to suspend or revoke the right of any person, including a member, to enter or remain on church property. If after being notified of such a suspension or revocation, the person enters or remains on church property, the person may, in the discretion of the pastor or person designated by the church council, be treated as a trespasser.
4. A member may inspect the prepared annual financial statement of the church and the minutes of the proceedings of church and committee meetings, provided he/she shall have made a written request upon the church stating the precise records requesting to be viewed and the reason for the request, and the church has received the written request at least five business days before the requested inspection date. Requests may be denied if such request is deemed to be frivolous by a majority vote of the church council. Church council meeting minutes and discipline committee meetings, as well as other information involving privacy interests such as, but not limited to, donor records, lists of names and addresses of church members, individual benevolence, individual salaries, health information, background checks, and social security numbers, are exempt from this provision and are not subject to inspection without a court order. Members may not copy or take digital images or records of any ministry record without authorization from the pastor or chair of the church council. Members agree that information obtained from any inspection of records will be kept in the strictest confidence.

Engage

ENGAGE is a class for everyone. Whether you want to learn more about the church, connect with other people, pursue membership at Bramlett church, or simply find your next step in the body of the church, we encourage you to check out ENGAGE.

ENGAGE is a one-session class that will meet twice a year on a Sunday night at 5PM in the Family Life Center. Over the one session, we want to help participants find their place, their purpose, their family, and their next step within Bramlett church.

ENGAGE will feature participation from pastor and staff, explore Bramlett, take questions, and allow time for all of us to get to know one another. We will discuss the importance of community and share about the many classes and groups available at our church, we will discuss the mission and vision of our church as we get to know each other.

What is a Sponsor?

A sponsor is an individual who will walk with you through the ENGAGE session. They will be your support and answer questions that you may have. Your sponsor will be there for you over the next three months to help you on your journey as needed. You can reach out to them any time after the three months as well.

Invite a guest to church then discuss with them about you being their sponsor for ENGAGE.

Information Board

There is an Information Board located in the main hallway across from the Pastor's Office. This board is divided into three sections and is here to keep everyone informed and updated on what is happening in the church. The first section contains church information including but not limited to the Church Council and Committee List and those serving in these areas: Nursery, Children's Church, Ushers and The Prayers of The People.

The middle section holds the alter flower signup list. If you would like to place flowers on the alter one Sunday please feel free to write your name on any open Sunday.

The third section is for any news that you want the church to know about. For example, Children activities, youth activities, birthday party, bridal shower, baby shower, wedding, etc.

The Upper Room

The Upper Room is a daily devotional magazine. The devotions are written by readers and other people interested in sharing their experiences of faith. *The Upper Room* is available to all church attendees and are in the foyer. Please take one if you are interested.

Music Ministry

Committed to serving and worshiping God through music!

During our worship services at Bramlett, music is an integral part of the service. As a church body, we lift our voices in praise and thanksgiving to God. Our worship service music includes traditional and contemporary congregational hymns.

The heart of our music ministry is our Sanctuary Choir, which leads the congregation in worship each Sunday morning. The Sanctuary choir provides a variety of music for all services with extended selections on special occasions such as Easter and Christmas. The choir welcomes anyone ages eleven and up who loves to sing!

The Bramlett Music department is always actively seeking choir members, vocalists, and instrumentalists.

Sanctuary Choir schedule:

Wednesdays: Choir rehearsal at 7:00 pm (for approx. 1 hour) in the choir room
Sundays: Warm-ups on Sunday morning begin at 10:45 am in the choir room.
 The choir performs most Sunday mornings at 11:00 am.

We invite you to join our music department as we fellowship together and prepare our musical offerings. Please contact the Music Director or Assistant Music Director if you are interested in joining Bramlett's Music Ministry.



'Let the word of Christ dwell in you richly in all wisdom; teaching and admonishing one another in psalms and hymns and spiritual songs, singing with grace in your hearts to the Lord.' – Colossians 3:16

High Point Club

The High Point Club is a group of individuals aged 55+ who gather on the 3rd Tuesday of each month. This group usually goes to lunch or dinner and on occasions may plan a special outing. The High Point Club offers fellowship and togetherness for those who are interested.

Bramlett Craft Group

Bramlett Craft Group meets weekly on Wednesday mornings at 11:00am. We work on items from various categories including seasonal and holiday items. Craft items are for sale at local craft fairs and at the church. Participation is open to all.

Middies

Welcome to the Middies, a community of adults from Bramlett Methodist who come together to share a meal and deepen their faith. Our gatherings are a time to build relationships, discuss life, and explore what it means to follow Christ. We believe that fellowship and community are essential to growing in our walk with God, and we're excited to share that with you! Whether you're looking for a supportive community, a chance to serve, or simply a place to connect with like-minded individuals, we invite you to join us for a meal and see what the Middies are all about. Come for the food, stay for the fellowship, and let us grow in faith together!

Methodist Women

Bramlett Methodist Women meet every third Thursday of the month at 6pm. Our meetings coincide with the Methodist Men's meetings. We alternate preparing a meal monthly for all attending. We plan our next meal during the meeting before our month to provide the meal. We choose different topics to study and discuss together.

Our president leads the meetings, the secretary takes minutes for each meeting, and the treasurer collects and documents the offering given at each meeting when the women prepare the meal. Before dismissing, we ask for any praise reports or prayer requests then close in prayer.

Methodist Men

We grow Men for Christ!

The Methodist Men leadership structure consists of a President, Vice President, and Treasurer. We meet once a month year-round on the third Thursday of the month with a meal included. We have a program after the meal that consists of Bible questions and/or study. All offerings received are deposited in the Methodist Men's account and are used to help offset costs for various programs.

Youth Ministry

The Youth at Bramlett have several opportunities to be part of the Sunday worship each week. Youth can participate in Sunday worship as Ushers, learn to operate the sound system or join the choir. They can also assist an adult in the Nursery.

Youth Members are encouraged to take part in the operations of the church. Multiple Committees are necessary for the church to operate. Youth members are encouraged to become a member of a committee they are interested in and want to learn how it operates.

How to become a Youth member:

- Must be 11 years of age before September 1 of the current year.
- Must complete Confirmation Class

Coffee Shop

Bramlett Youth maintain the Coffee Shop. A variety of coffee options as well as hot chocolate are available. The Coffee Shop is self-serve and open before Sunday School from

9:30-10:00. Anyone under the age of eleven must be assisted by a youth member or adult. Please finish your beverage before entering the Sanctuary. Donations are appreciated to assist in purchasing coffee needs.

Children Ministry

At Bramlett we have assorted options for Children to learn and be a part of Sunday worship. We have Sunday School, Nursery, Children's Church, Children's Sermon, Children's Choir and Acolytes.

Sunday School is at 10:00am:

- Nursery – Birth to Age 4
- Children – Age 5 to 10 years old

During the 11:00am Service:

- Nursery – Birth to Age 4
- Children Sermon – All Children are welcome.
- Children's Church – Age 5 to 10 years old

Children's Choir:

- Children of all ages are welcome to participate in the Children's Choir. We sing on special Sundays throughout the year.

Acolytes:

- Age 7 and Up – The Worship Committee provides training for Acolytes.

Children and Youth will be promoted to the next class each June. The child must meet the age requirement before September 1 of the current year to be promoted to the next class. For example, if Suzie turns eleven on September 1, 2022, she cannot be promoted to the Youth class until June 2023. If Suzie turns eleven on August 31, 2022, she will be promoted to the Youth class at the June 2022 promotion Sunday.

Bramlett participates in Ministry Safe to keep our Children and Youth safe!

Bramlett
Methodist Church
Ministry Safe

Overview of the Bramlett Methodist Church Safety System

Because we love children and desire to protect them, Bramlett Methodist Church requires all staff members and volunteers working with children or students (and other vulnerable populations) to complete **FOUR SAFETY STEPS** before ministry work or volunteer placements begin.

STEP ONE: Sexual Abuse Awareness Training

Bramlett Methodist Church Policies and Procedures require that staff members and volunteers avoid abusive behavior of any kind. Staff members and volunteers are required to report any policy violations to a supervisor or a member of the Bramlett Methodist Church Safety Committee.

Staff members and volunteers should have a basic understanding of the characteristics of sexual abusers and their behaviors in ‘grooming’ a child for sexual abuse. Grooming is the process used by an abuser to select a child, win the child’s trust (and the trust of the child’s parent or ‘gatekeeper’), manipulate the child into sexual activity and keep the child from disclosing the abuse.

To equip Bramlett Methodist Church staff members and volunteers with information necessary to recognize abuser characteristics and grooming behavior, Bramlett Methodist Church requires all staff members and volunteers to complete Ministry Safe’s Sexual Abuse Awareness Training. This Training will be renewed every two years.

STEP TWO: Screening Process

Staff members and volunteers are required to complete the Bramlett Methodist Church Screening Process, which includes:

- Employment Application (staff members only)
- Volunteer Application
- Face-to-Face Interview
- Reference Checks

**A volunteer must attend Bramlett Methodist Church for six months before being eligible to serve in positions providing access to children, students, or vulnerable populations.*

STEP THREE: Policies & Procedures

Staff members and volunteers are required to review the policies contained in this manual and sign the last page, indicating that he or she has read and understood the material and agrees to comply with policy requirements.

STEP FOUR: Background Check

Bramlett Methodist Church requires that all staff members and volunteers working or volunteering in children or student activities or programming undergo a Background Check. Depending upon position, differing levels or intensity of Background Check may be required. Individuals who have committed sexually oriented or sex-related crimes may not serve in any area providing services to children or students. In addition, certain other past criminal acts *may* preclude an applicant from serving minors.

Bramlett Spirit Rock

Bramlett Spirit Rock is a wonderful way to share a special message for a church member, family, friends, or the community! You could have anything from Happy Birthday, Congratulations, Good Luck, Thanks, etc. All proceeds from the Spirit Rock fundraising will go toward our Children's Ministry. If you have any questions, please contact the Office Administrator.

CARES Ministry

CARES Ministry

Compassion

Assistance

Resources

Encouragement

Support

Volunteers are assigned to visit with and form long-term relationships with members who are elderly, ill, homebound, and those dealing with personal crises. They provide friendship, encouragement, a CD of sermons, bulletins, and prayers. They make at least one weekly or monthly visit.

A list of the members of our CARES Ministry team is located at the end of this packet on the Church Council and Committee List. We are always looking forward to adding new members to the CARES Ministry Team. If you would like to join the team please get in contact with the CARES Ministry Leader. All CARES Ministry volunteers must complete Ministry Safe Training before visiting.

Outreach Programs

Blessing Box: The Methodist Women maintain the Blessing Box. It will offer a variety of necessities for those in need in the Community. The Blessing Box will be replenished each month on the 25th and is located behind the mailbox.

Scouting: Scout Troop 16 for 7th graders to age 18 and a Scout Pack 196 for ages five to 6th grade meet in the Family Life Center weekly. The Scout Troop meets on Mondays at 7:00pm and Scout Pack meets on Tuesdays at 7:00pm. If you know of anyone interested in Scouting, please contact the Scout Master.

Gray Court-Owings Partnership: GCO is the local Elementary/Middle school for our area. As part of our Community Outreach, we participate in two missions with GCO.

- **Back-to-School Mission:** During July and August we gather school supplies or take monetary donations to buy school supplies for students and teachers at GCO.
- **Food Box Mission:** For Christmas break we prepare twenty-five food boxes for families in need at GCO. The food boxes include several canned foods, dry foods, and a turkey. The hope is the food in these boxes will help feed the families for the two weeks the children are on Christmas break. We begin preparing for this Mission in November and deliver the boxes before the children leave school for Christmas break.

Bramlett Committee Descriptions

Trustee Committee – Oversee all operations and activities of the church. The objective of the Trustees is to manage all the church property, facilities, legal matters, and financial interest outside of any of the day-to-day roles of any of the other committees. The Trustees are not governed or managed by the Church Council. The Church Council monitors the actions of the Trustees and can request any information or question decisions that have been made. The Trustees are run this way so that any issues/needs/concerns needing immediate action can be resolved and move forward at a faster pace.

The Trustees have a far greater amount of leeway and authority to make decisions as needed than the other committees. However, that does not mean they have authority over any other committee. To avoid problems, it is extremely important for the committee chairs to communicate with one another and with the Trustee Chair.

Administrator – Oversees Church and Family Life Center building usage, updates and maintains forms and master calendar, sends out Bramlett App communication, maintains records of the church.

Church Council – Sets policies, ensure committee chairs are meeting a minimum of four times a year, schedule a minimum of four Church Council meetings a year, and calls for any Charge Conference meetings if necessary.

Finance Committee – Oversees the budget, audit, investments, fund raising, and stewardship.

Worship Committee – Oversees the working of the worship service. The Pastor has full control of the planning of the worship service.

Staff/Pastor Parish Relations Committee (S/PPRC) – Oversees the employees of the church. SPPRC is responsible for the hiring, firing, review, discipline, salary, advancement, and conflict

resolution associated with employees. SPPRC creates the employee handbook, manages timecards, maintains confidentiality, and advocates for the church employees.

Nominations/Membership Committee – Compiles records of the church’s members including active members, non-active members, and homebound members. The Membership Committee updates membership records yearly and works on creating new membership handbooks.

Fellowship Committee – Oversees operations of the kitchen, approves all food related events at the Church including any event taking place in the Family Life Center, overseas all paper products, tables and chairs, tablecloths, and dishes.

Website Guidelines

1. To post information and/or pictures to the website or social media pages email the information and/or pictures to the Director of Communications at bramlettweb@gmail.com. In the subject line put “For Bramlett Website” or “For Bramlett Social Media”.
2. When sending pictures to be posted on the website or social media pages include the name(s) of everyone in the photo. Photo release must be verified before posting.
3. Changes to the Master calendar must go through the Office Administrator (office@bramlettmc.org) first to avoid conflicts. If you want something added to the master calendar please send changes by the third Monday of the month prior. *For example, If you want to change or add something to the month of July the Office Administrator needs that information by the third Monday of June.*
4. Posting of new information or changes may take 3 – 5 days.

Bramlett Church App

Bramlett has its own App. The App provides a multitude of information churchwide. Please scan the QR code to get signed up and stay up to date on what is happening at Bramlett. If you would like information added to the app or need assistance with the app please see the Office Administrator.



Ways of Giving

- Cash or Check
- Bramlett App
- Text “Give” to (833) 696-0329
- Venmo: @ChurchBMC
- CashApp: \$BramlettMethodist

Sanctuary Building Guidelines

1. **NO** food or drinks in the Sanctuary, apart from water in a spillproof container.
2. Turn off all lights when exiting the building.
3. Make sure all toilets are flushed and are not running.
4. In the Summer months turn off air when exiting the building. In the Winter months turn heat down to 50 degrees. There are three units in the church building.
5. If you see something out of place put it back. If something is broken inform a Trustee.
6. If you see a problem, inform a member of the Trustees Committee.
7. Clean up after yourself. Leave the building as you find it or better.
8. Make sure all doors are locked when leaving the building.
9. No alcohol on the premises!
10. No smoking inside the building(s)!
11. No running in the building.
12. No animals in the building.

Family Life Center Guidelines

1. Turn off all lights when exiting the building.
2. Make sure all toilets are flushed and are not running.
3. In the Summer months turn off air when exiting the building. In the Winter months turn heat down to 50 degrees in the craft room and turn the other two units off. There are three units in the Family Life Center building.
4. Remove all trash when leaving the building including trash in the restrooms. Do not put liquids in the trash. Trash should be bagged and taken to the dumpster located outside the building.
5. If you see something out of place put it back. If something is broken inform a Trustee.
6. If you see a problem, inform a member of the Trustees Committee.
7. Clean up after yourself. For example, if you spill something on the floor or table, please clean it up completely and immediately. Leave the building as you find it or better.
8. Please place a disposable tablecloth on tables when in use.
9. Make sure all doors are locked when leaving the building.
10. No alcohol on the premises!
11. No smoking inside the building(s)!
12. No one should be upstairs without permission.
13. No one should be in the craft room unless accompanied by a member of the craft group or to turn the heat/air on/off.
14. Please avoid moving or rearranging other Ministries' items.
15. No animals in the building.
16. After events or rentals, all food must be taken with you or properly disposed of.

Dumpster Guidelines

1. Dumpster is for Church use ONLY! No personal disposal.
2. Everyone who has a key to the Church, FLC or portables has a key to the dumpster to open it.
3. Break down all boxes before placing them in dumpster.
4. Ensure the dumpster lids are closed. If trash is causing the lids to remain up the dumpster is too full. If this happens the church is charged double. If the dumpster is full leave trash in FLC and inform the Trustees.

Mailboxes

Chairperson and Committee mailboxes are in the workroom. If you need to leave material, a message, or any other information for a Chairperson or Committee please place it in their mailbox. Mailboxes should be checked at least once a week by the Committee Chairperson.

Cemetery Bylaws

Bramlett's Cemetery has bylaws that are followed. If you need information about the cemetery and how it operates a copy of the Cemetery Bylaws can be provided upon request. Please make your request with the Trustee Chair.

Building Usage

Bramlett's Sanctuary and Family Life Center are available for rent. If you are interested in renting one of these buildings for a special event please see the Office Administrator or make your request online. The Office Administrator can provide usage agreements, inform you of available dates and answer any questions.

Amendments

Amendments needing to be made to the Membership Handbook will occur once a year at the scheduled Church Council meeting in October.

Bramlett
Methodist Church

Contact Information

Bramlett Methodist Church
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Gray Court, SC 29645
Office: (864) 876-9691
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Emails:

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Office Administrator: office@bramlettmc.org

Trustees: trustees@bramlettmc.org

Finances: office@bramlettmc.org

Children Ministry: children@bramlettmc.org

Youth Ministry: youth@bramlettmc.org

Music Ministry: music@bramlettmc.org

Director of Communications: bramlettweb@gmail.com

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