

LITURGY TEAM REPORT

8 November 2004

Attendees: Gloria Przybocki, Janice Dec, Claudia Lapcevich, Teresa Killar, Claudia Helta, John Jaffee, Fr. John, Larry Matheny, Paul Szczerowski, Sally Huber, Suzanne Fink, Mary Galuardi and Holly Looney

Minutes: Mary Galuardi opened the meeting with a prayer.

- Liturgical Ordo for November and December
 - Nov. 14 – Sacrament of the Sick at the noon Mass – Holly will check with Joan Watkins about the preparations. Fr. John will be the only priest anointing. The first five benches on both sides of the middle aisle will be reserved. The people will sit in the first, third and fifth rows. Fr. John will walk through the second and fourth rows to anoint. A prayer for those to be anointed will be included in the General Intercessions.
 - Nov. 21 – Feast of Christ the King – A processional banner (15' to 20' tall with a 42" crossbar and gold and white streamers hanging from the crossbar) is being prepared. The altar and the steps will be decorated with white and gold flowers. There will be two crowns, one of thorns and a regal crown. At the 10 am mass there will be a procession which includes the choir. The choir will process up the middle aisle and separate to go across the front of the church and back up the sides of the church. Once the choir reaches the back of the middle aisle again, the crossbearer will process up the middle aisle followed by the server and thurifer (deacon or seminarian). The choir will process up two by two, reverence the altar and move to the music area. The rest of the liturgical ministers will wait until the choir is in place before beginning up the aisle. The banner bearer, followed by the rest of the liturgical ministers will process up the middle aisle. The banner will be placed in a stand behind the interpreter. Servers will take lighted candles down to escort those presenting the gifts back to the front of the church. Janice and Paul will investigate borrowing a cope. The recessional will be the regular line-up of ministers. The banner will be in place during the other three masses. Janice is going to contact J.R. Davis about carrying the banner.
 - Dec. 12 – Lessons and Carols – It was suggested that there be two servers with lighted candles who escort each of the readers for the lessons. There will also be incense in the procession and the Book of the Gospels will be incensed. This evening will consist of 9 lessons and carols. Dessert will follow in the social hall.
- Report from ADVENT Celebration Team
 - There will only be greenery during Advent in the church (no flowers).

- The Advent Celebration Team Report was reviewed and is attached.
 - Holly will be responsible to put up the signs on Rt. 80 with the Christmas mass schedule, providing it stays the same.
- Theme for Lent
 - The theme of “A Pilgrimage During Lent” was approved. The Lenten Celebration Team will be meeting to work on this.
 - Paul suggested finding approved sites for pilgrimages in the tri-state area and tying this in with the theme.
- Ministry Fair Evaluation
 - It was felt that the ministries had exposure to people, but not many people signed up. The connection between time and talent as part of stewardship needs to be stressed. The team felt that it would be good to do a follow-up to the ministry fair and that this should take the form of a homily and then an In-Pew sign-up. Holly still has the card used before. Holly will check with Fr. John to see if it’s possible to do it this Sunday.
- Church Etiquette Report
 - The draft was reviewed and suggestions were made. Fr. John has circulated it amongst some young families and will make changes to it and distribute that to the Liturgy Team.
- Ministry Binders
 - The binder with a description of the ministry and training for each liturgical ministry is to be updated and brought to the December meeting.
- Catholic Schools Week
 - The 10 am mass on 1/31/05 will be offered for the intention of Catholic Schools’ Week. The students from St. John’s and their families will be at this mass and will fulfill many of the liturgical ministries. There will be a prayer in the General Intercessions for the students. Fr. John will meet with a representative from St. John’s concerning this mass.
- Live Christmas Trees
 - Due to the use of these during the Christmas season, there will be a fire drill at the end of mass this weekend. The routes will be explained and then a fire drill will be done later in the mass.
- Formation Day
 - March 12 at MSM. The keynote speaker is Msgr. Ray East.
- Workshop for Liturgical Ministers
 - The Central MD Liturgy Network is sponsoring a workshop for all liturgical ministers on Saturday, April 23. Holly will have more details soon, but mark your calendars!
- Ministry Reports
 - EMs – There were 3 sign-ups at the ministry fair who are transferring from other parishes. They will be trained and put on the schedule.

Claudia is moving on from being the head of the EMs. She was thanked for her many years of service.

- Sacristan – POCAS are back washing the server robes again. If you need something for Advent or Christmas, let Janice know right away.
- CLOW had 5-6 sign-ups and are scheduling a meeting to work on mass assignments.
- Liturgical Environment – They are giving out loaves of bread at Thanksgiving. Pew candles were ordered for Lessons and Carols. They will be ordering poinsettias, wreaths and trees for Christmas. Claudia L. may know of two other sources. Janice and Claudia will speak tomorrow on this and follow up.
- Lectors – 4 new sign-ups and 2 others will be trained. George Ludwig will be taking over in January.
- Music – There are about 5 new children for the children's choir.
- LWC – 1 new potential member for the committee took information.
- Prayer Assignments: Claudia Helta (opening) and Janice Dec (closing) – Next meeting is 12/5/04 at 1:30 in the social hall.