

# LITURGY TEAM REPORT

## Meeting of August 1, 2004

Attendees: Bill Crosthwait, Janice Dec-Bienkowski, Mary Galuardi, Claudia Helta, Sally Huber, Therese Ivanisin, John Jaffee, Pat James, Fr. John Jicha, Holly Looney, Paul Szczerowski

### Minutes:

- For our August meeting the Liturgy Team met outside at the parish Rectory and dined on crabs, burgers, and chicken, with a number of side dishes, prior to getting down to business. Thanks to Fr. John and Janice for pulling the wonderful meal together and permitting us to enjoy it in such a nice and comfortable environment.
- Sally Huber opened the meeting with a prayer. Sally volunteered to prepare the opening prayer for the next meeting which is scheduled for Sunday, September 5<sup>th</sup>.
- Holly handed out documentation defining the Liturgical Ordo for August of 2004 through July of 2005. She initiated discussion focused on the Ordo for August and September.
  - Holly requested that the ministry coordinators review the Ordo and inform her of any activities that may be specific to their ministry which are not included in the Ordo, so they can be added.
  - It was decided that the Ministry Fair for "time and talent" will be held on the weekend of October 2<sup>nd</sup>-3<sup>rd</sup> to coincide with Community Sunday.
  - The commissioning of Liturgical Ministers will take place at all Masses on the weekend of September 11<sup>th</sup> and 12<sup>th</sup>.
  - The installation of the Parish Council members will be at the 10:00 Mass on September 26<sup>th</sup>.
  - The Rite of Acceptance for RCIA candidates will be October 2<sup>nd</sup> and 3<sup>rd</sup>.
  - The Blessing of Animals will be in the afternoon on October 3<sup>rd</sup>.
  - Holly requested that the Baptisms that are to occur during Mass be included on the Parish calendar. Holly will follow-up.
  - The next date for the Sacrament of the Sick has not been determined.
  - Paul requested that, by the next meeting, we make a decision on the number of Masses we will have at Christmas so he can prepare for musicians to support that number of Masses. At the next meeting the Advent Celebration Team will have the numbers of those attending Christmas Masses last year to help with that decision.
  - Therese noted that the weekend of January 8<sup>th</sup>-9<sup>th</sup> will be busy with the first weekend of Disciples in Mission and the Rite of Enrollment for First Sacraments. It was decided that we will consider moving the Rite of Enrollment for First Sacraments to the weekend of January 22<sup>nd</sup>-23<sup>rd</sup>.
- Theme and Focus for Advent – Several ideas for the theme for the Advent season were discussed and it was decided that the theme for Advent will be "Prepare!". The Celebration Team will begin meeting and focus on the identified theme with ideas related to choices, responsibilities, and Christ as our model.
- GIRM Review – Janice distributed a report from the subcommittee which was compiled after a review of the GIRM and discussion with Fr. John. There were several

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recommendations documented and, in general, our practices at St. Ignatius are in compliance with the GIRM. The members of the Liturgy Team will review the material and recommendations as they pertain to each of our ministries and be prepared to discuss at the September meeting.

- Janice initiated discussion concerning the need to “recruit” various ministers for the Masses each weekend as the ministers assigned were not showing up. This is becoming a more severe issue throughout the ministries with the exception of Lectors. It was agreed that Tom Severn would be contacted by Bill and invited to the future Liturgy Team meetings to represent cross bearers. Fr. John will attempt to get a representative for the ushers identified for the Liturgy Team. Fr. John is going to send a letter to all Liturgical Ministers indicating that attendance at assigned Masses is becoming a more significant issue and reiterating the commitment to ministry. Each week Bill will pursue sending email or calling those Altar Servers who miss assigned Masses the previous weekend and do not arrange for a substitute. All ministry coordinators will continue to monitor this issue utilizing the sign-in book.
- Church Etiquette
  - Claudia and Mary reported that they were unable to meet since the last Liturgy Team meeting.
  - The committee will continue to complete work on each of the focus areas they have identified and have a draft report for the September Liturgy Team meeting.
- Old and Miscellaneous Business
  - The prayer of Ministers prior to Mass seems to be working OK now.
  - Clean-up after Mass is now waiting until the completion of the recessional hymn.
  - STAND audit will be at the end of September. It is felt that we have the vast majority of Liturgical Ministers in compliance with STAND requirements and are pursuing getting training for those new ministers as they begin to participate in a ministry.
  - Holly requested that any ministry updates which should be on the parish web site be sent to her for posting.
  - All complimented the history of St. Ignatius and the parish history which was a handout in the bulletin this weekend (the feast day of St. Ignatius). It was suggested that next year we may want to focus more on this feast day and Holly agreed to take the lead on that.
  - The master plan is approved by Baltimore with seven recommendations. It is anticipated that we will receive permission to sell the Urbana property in the near future.
  - The new Coordinator of Youth Ministry, Denise Jackson, will be starting this coming Monday.

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  - Arts and Environment – We have a contract with Kathy’s Florist for church flowers.
  - RCIA – Sally reported that she is preparing for the cycle that starts on the first Thursday of September. She is expecting a group of approximately ten.
  - Lectors – Nothing additional to report.
  - Music – Paul reported that he has hired a rehearsal pianist for the Adult choir. In September the hand bell choir will be participating in a local festival in Frederick County. The Adult choir will be participating in an “Ecumenical hymn fest” in November. In October the Women of Worship will be singing at an Archdiocese event in Baltimore. Choir robes should be in within the next month.
  - Liturgy with Children – First meeting will be August 24<sup>th</sup> to kick off planning for the year. New members have been identified for this committee. There may only be one practice for the children’s choir prior to the first CLOW Mass. Familiar hymns, potentially from the VBS, may be used.
  - Altar Servers – POCA’s (Parents of Clean Altar Servers) are up and running. The first month of cleaning the robes went very well. Training for new Altar Servers will take place in September.
  - Religious Ed – Therese reported that additional catechists are needed for the three hour program. Church Leadership Institute will start on September 22<sup>nd</sup>. We are hosting.
  - EMs – Nothing additional to report.
- Pastors Report
  - Various groups using the Social Hall must restore to the floor plan
  - Discussion of the possibility of purchase of a pipe organ for use when the parish can afford the cost of restoration.
  - A permanent Deacon candidate from Buckeystown attended Mass at St. Ignatius this weekend and will begin working in the parish very soon.
  - A seminarian will start supporting our parish in September.

NEXT MEETING: SUNDAY, SEPTEMBER 5<sup>th</sup> at 1:15PM IN THE IJAMSVILLE SOCIAL HALL.