

# LITURGY TEAM REPORT

## Meeting of January 02, 2005

Attendees: Peggy Crichton, Bill Crosthwait, Janice Dec, Suzanne Fink, Mary Galuardi, Claudia Helta, Sally Huber, Pat James, Fr. John Jicha, Teresa Killar, Silvester Kim, Claudia Lapcevich, Holly Looney, George Ludwig, Larry Matheny, Gloria Przybocki, Jacqueline Scaletti, Joyce Seng, Paul Szczerowski

### Minutes:

- Larry opened the meeting with a prayer. Peggy volunteered to prepare the opening prayer for the February Liturgy Team meeting.
- Holly handed out documentation defining the Liturgical Ordo for January and February. The following was discussed:
  - For the record, the Mass on January 1<sup>st</sup>, celebrating the feast of Mary, Mother of God, was held in the Country church, not the Ijamsville church.
  - The second sign up for Disciples in Mission will be in-pew at the Masses on January 15<sup>th</sup> and 16<sup>th</sup>. Teresa will have sign up cards and arrange to get them into, and removed from, the pews.
  - On January 30<sup>th</sup> the 10:00 Mass will celebrate Catholic Schools Week. Some of the 40 children in our parish who attend St. Johns Regional School will bring up the gifts, do the readings, and participate in the various ministries at that Mass. Bill will contact the Cross Bearer, Altar Servers, and Lectors who are scheduled for that Mass and let them know that they are not required for that Mass as the duties will be handled by children attending St. Johns.
  - A blessing of the growing room will take place at all Masses on the weekend of February 5<sup>th</sup> and 6<sup>th</sup>.
  - The individual blessing of throats will take place after all of the Masses on February 5<sup>th</sup> and 6<sup>th</sup>. Eight stations, at the same locations used for reception of bread and wine at Communion, will be used for blessing throats. All Eucharistic Ministers assigned to the Masses on the 5<sup>th</sup> and 6<sup>th</sup> will be at the stations for the blessing of throats.
  - Candles will be blessed at the weekday Mass on Wednesday, February 2<sup>nd</sup>.
  - All of the special prayers that are required for the Rite of Sending Forth at the 10:00 Mass on February 13<sup>th</sup> are available.
  - The 6:30 celebrations of Stations of the Cross on Fridays during Lent are being planned by the groups indicated in the Ordo (High School, Confirmation ...). All are welcome to attend these celebrations.
  - Primary grades of Faith Formation are planning the 6:30 celebration of Stations of the Cross for March 18<sup>th</sup>.
  - The 5:30 Mass on February 26<sup>th</sup> is a Liturgy With Children. There is no LWC in January.
  - There will not be a Concert of Sacred Song on February 27<sup>th</sup>.
- Advent Celebration Team – Input/Evaluation of Advent 2004
  - The method used to recruit families for lighting of the Advent wreath at the Masses each week was very effective as most all of the families showed up

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for their assignments. Recruiting was done at parish registration with reminders and follow-up just prior to when the family was assigned. Suggestion was to do the same next year with parish registration starting in September.

- At some locations in the church it was very difficult to hear what was happening at the lighting of the candles in the window alcove. This is a sound system issue that could be addressed next year by relocation of the Advent wreath to the front of the church or, possibly, an adjustment to the wireless microphones.
- If we are to continue with a procession from the window alcove to the back of the church and then down the center aisle, the ushers need to be more aware of when to stop the congregation from entering the church so that the procession can proceed smoothly.
- The location of the EMs during the lighting of candles in the window alcove should be reconsidered if we are to continue with that practice next year.
- Christmas Mass Attendance:
  - 4:00pm (CH) - 875
  - 4:00pm (SH) - 425
  - 8:00pm (CH) - 635
  - 11:00pm (CH) - 312
  - 8:00am (CC) - 136
  - 11:00am (CH) - 400
- When doing an environmental piece that is to provide instruction to the congregation, like the banners at Advent, the thought/theme of the piece must be clarified as was done via the weekly articles in the bulletin.
- If special prayers or a communion reflection is done in the future, the requirement for two Lectors must be emphasized since one Lector is needed for the special prayer or reflection and one Lector is required for the announcements at the end of Mass.
- If the blessing and distribution of chalk is going to be done next year, it should be an activity planned and coordinated by the Advent Celebration team.
- It was suggested that a timeline be established for special season activities, especially as it relates to when decorating and environmental activities are to take place in our worship spaces.
- A list has been compiled of those who contributed to the Advent and Christmas celebrations. A general note will be published in the bulletin identifying the specific tasks that were completed and thanking those who worked on those tasks. An individual/personal thank you note will be sent to those who contributed.
- There was discussion about the Advent Celebration effectively covering Advent and Christmas. The Lenten Celebration Team covers Lent and the entire Liturgy Team is responsible for Holy Week.

- Lenten Celebration Team –

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- The Lenten celebration team has met once since the theme of “A Pilgrimage” was proposed and accepted. Assignment of responsibilities among the team members has been completed. The celebration team will be meeting three more times in January, prior to the start of Lent.
- The cost of some of the items to be used to emphasize the theme for Lent was discussed and it was determined that the Lenten celebration team should continue with the plan to highlight the approved theme.
- The explanation of the Lenten theme to the parish is essential and must include clarification to the youth, potentially through involvement of the Faith Formation teams.
- Sally has muslin and Joyce has ideas to help with producing the simulated blessed scrip (bags).
  
- Old/New Business
  - Formation Day – March 12<sup>th</sup> 8:00am, at MSM. Same discussion and status as last month. Nothing is required from ministry coordinators at this time other than notifying those in each ministry of the March date so they are able hold that date for participation in Formation Day. Information on the 2005 Formation Day is available on the Catholic Education Ministries web site [www.centralmdcatholic.org/](http://www.centralmdcatholic.org/). Therese Ivanisin will coordinate parish registration for Formation Day and a flyer will be available at the next Liturgy Team meeting.
  - Workshop for Liturgical Ministers – Same discussion and status as last month. St. Ignatius and the Central Maryland Liturgy Network are sponsoring a workshop by Bob Hurd from Oregon Catholic Press for all liturgical ministers on April 23<sup>rd</sup> from 9:00am to 3:00pm at St. Ignatius. The theme will be Restoring the Liturgical Assembly. Nothing is required from ministry coordinators at this time other than notifying those in each ministry of the April date so they are able to hold that date for the workshop. There will be a concert, to help defray the costs of the workshop, on Friday evening, April 22<sup>nd</sup>. Holly will have a flyer with information on the workshop and concert at the next Liturgy Team meeting.
  - It was noted that there still is considerable movement into the worship space during the readings. It must be re-emphasized that, per recommendations in our parish document “How We Worship Together”, if one arrives late to Mass, while the scriptures are being read aloud, they are to wait until the readings are finished before being seated. The ushers are key to implementing this.
  - Clean-up and recycling – Planning for all celebrations needs to include clean-up, recycling, and if appropriate, storage of any worship aids, props, programs, handouts... associated with the celebration. This is to be part of the planning for all future celebrations.
  - The “How We Worship Together” brochure has been well received. We discussed the distinction between mandatory and suggested procedures in the brochure. It was determined that using asterisks to distinguish was

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distracting when reading. Some impacts of the brochure are being seen such as not as many people leaving Mass early. The brochure will be part of the package provided to all new parish registrants.

- The "growing room" is now being used. Additional signage may be provided to better publicize the availability of the "growing room". A blessing of the growing room will take place at all Masses on the weekend of February 5<sup>th</sup> and 6<sup>th</sup>.
- Ministry Reports
  - Music – Paul reported the following:
    - Organ pipes are to be moved from Baltimore to the rectory in mid-January.
    - Thanks to efforts of Ken Lenta, the Children's Choir will resume in January with 20+ children scheduled to participate
    - Contemporary ensemble has purchased a drum set
    - Audits are being done for music license violations
    - The text for music that has been put together for the deaf ministry is being placed on the music web site
  - Art and Environment – Teresa reported that there were numerous compliments on the decorations/environment for Christmas. In her other role, Teresa reported that preparation is well underway for Disciples in Mission.
  - CLOW – Claudia reported that 6 new volunteers are being prepared to help with CLOW.
  - Larry Matheny encouraged all to attend the Christian Leadership Institute in January. Larry is teaching the Wednesday class on Church Leadership
  - Lectors – George is taking over from John Jaffee as ministry coordinator for Lectors. George reported that he is going through the materials provided by John.
  - EMs – Claudia reported that two people have been identified to take over as ministry coordinators for the EMs.
  - Pastor's report – Fr. John covered the following:
    - EMs to be aware that the ciborium should not be overfilled and a second ciborium should be used when necessary
    - Additional recruitment may be necessary for Altar Servers, Greeters, Cross Bearers, and Ushers. Parish registration, on the second Sunday of each month, may be a good opportunity for this.
- Bill closed the meeting with a prayer. Fr. John will prepare the closing prayer for the Liturgy Team meeting in February.

NEXT MEETING:      [Sunday, February 6<sup>th</sup>, at 1:30 in the Ijamsville Parish Hall](#)