

# LITURGY TEAM REPORT

## Meeting of June 5, 2005

Attendees: Peggy Crichton, Bill Crosthwait, Dave Ebner, Mary Galuardi, Claudia Helta, Sally Huber, Fr. John Jicha, Teresa Killar, Claudia Lapcevich, Carol and Larry Matheny, Jacqueline Scaletti, Paul Szczerowski, Domenic Turchi

### Notes/Minutes:

- Bill opened the meeting with a prayer. Janice will prepare the opening prayer for the August Liturgy Team meeting, which is currently scheduled for Sunday, August 7<sup>th</sup>, at 1:30PM, in the Ijamsville parish social hall (**Correction: Aug. 7<sup>th</sup> at 2 pm at Holly Looney's home**)
- No reminder note or agenda for the June Liturgy Team meeting was provided due to Bill's computer being "sick". A handwritten agenda was distributed.
- The May Liturgy Team meeting report was reviewed and approved as documented.
- We reviewed a copy of the July ordo that Larry had received from Holly. The following was discussed:
  - It was noted that the receptions for the newly ordained deacons, on the weekend of the 28<sup>th</sup> and 29<sup>th</sup> of May, went well. Thanks Sally for volunteering to coordinate these receptions.
  - We discussed the monthly "Signed Mass" which is to begin on June 19<sup>th</sup>. Fr. John explained that our Parish has agreed to a diocese request, starting June 19<sup>th</sup>, to make our Ijamsville Church facility available for a monthly "Signed Mass" at 1:30PM, on the third Sunday of each month. The group using the Church for the "Signed Mass" will also use the Ijamsville social hall from 12:30 to 1:30 on the third Sunday of each month for catechesis. It was suggested that the 10:00AM Mass on the third Sunday of each month will continue to have an interpreter for the deaf community. Bill will try to make arrangements to get a bulletin announcement concerning the "Signed Mass".
  - The arrangements for the Feast of St Ignatius (weekend of July 30<sup>th</sup> and 31<sup>st</sup>) have not been finalized. Fr. John reported that he was aware that Holly is working to have a Jesuit priest do the homily at the Masses that weekend with a focus on the teachings of St. Ignatius. Bill will get with Holly and document what plans are in place. Jacqueline suggested that there could be a focus on Jesuit education that weekend. It was also recommended that a bulletin insert describing the initial founding of our parish by a Jesuit priest would be appropriate. Joe Seng may have historical information that would be suitable for publication in the bulletin. Bill will follow-up on that with Joe and also investigate potential use of a recipe for "St. Ignatius cake".
  - We discussed the June ordo, which was reviewed at last month's meeting, and determined no significant changes were required.
  - On July 4<sup>th</sup>, the Mass will be at 10:00 in the Country church.

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- Evaluation of Pentecost –
  - There was feedback that the readings in foreign languages detracted from the significance of first Eucharist celebrations that were taking place that day. For future years we should consider not scheduling first Communion on Pentecost.
  - Jacqueline suggested that we look for ways to make the readings in foreign languages more significant to younger children. We did publish the readings in the bulletin a week prior to Pentecost with information that we would be doing those readings in foreign languages the following weekend. It may be helpful to recommend that the parents of young children review these readings with their children in light of the Pentecost celebration.
  - In general it was felt that doing portions of the Mass in foreign languages was well received.
- Appropriate celebration for the 110<sup>th</sup> anniversary of the establishment of St. Ignatius as a mission parish and the 20<sup>th</sup> anniversary of St. Ignatius as an independent parish: The following ideas were discussed and it was agreed we would cover in more detail at the August Liturgy team meeting:
  - Christmas ornament commemorating the anniversary
  - Parish Mission with focus on St. Ignatius
  - New photo book (directory of parishioners) focusing on the anniversary
  - Coin for recognition of the anniversary
  - Bulletin announcements throughout the year on the history and highlights of the parish
  - A banner(s) inside/outside the church
  - Quilt similar to one from the Country church
  - Plaque similar to one from the Country church
- Old / New Business
  - Bill again requested documented feedback from each member of the Liturgy Team on their impressions of what went well and what needs improvement with the Lent and Holy Week Services. That documentation should be provided to Bill for use in planning Lent and Holy Week next year. Also, Bill requested that those who ran a rehearsal document what they did to plan and conduct the rehearsal. This is to be used next year, to take advantage of information from this year. To date, only Peggy has provided that documentation.

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- Community Sunday in August – The Liturgy Team is responsible for Community Sunday on August 7<sup>th</sup>. The following folks volunteered to coordinate Community Sunday at the Masses that weekend:
  - 5:30 Mass - Bill and Claudia
  - 10:00 Mass - Sally
  - 12:00 Mass - Peggy

Fr. John pointed out that the parish office will order the food and beverage for community Sunday beginning in July. What is required from the Liturgy team is arrangement of the social hall for Community Sunday, pick up of the food, as well as serving during and cleaning up after the community Sunday receptions. Each of the ministry coordinators will contact those in the ministry they represent to get additional volunteers to help with the community Sunday receptions on the 7<sup>th</sup>. It was suggested that we need three volunteers for the Community Sunday receptions after each Mass. Folks can contact Bill to volunteer.

- Christmas Mass schedule for 2005– We have no additional information on progress in identifying Celebrants for Christmas Masses. The originally agreed to schedule, documented with the May Liturgy Team report, is still our objective.
- Procedures for Cross Bearers
  - Bill did not contact Tom Severin to get a documented set of procedures in place for Cross Bearers. Dave will coordinate. Focus will be on placement cross in the sanctuary.
- Coordinator for Ushers
  - Fr. John indicated that Chris Lundsford will be the coordinator for ushers and represent the ushers on the Liturgy Team. Bill will contact Chris and invite him to the next Liturgy Team meeting.
- Ministers making assignments
  - Ministry schedules are not being picked up. That may be the result of ministers receiving their schedules electronically.
  - Domenic and Chelle are sending out mail to the EMs stressing EM responsibilities, the setup duties of the Head EM, ministry schedules and adherence to the schedules.
  - All ministry coordinators need to stress adherence to the ministry schedule to those in the ministry they represent.
  - This will continue to be a subject for future Liturgy Team meetings.
- Deacons are being announced at the Masses where Deacon(s) are participating in the Mass
- Intentions for Secular Holidays - Bill reported that he received feedback that, on Memorial Day weekend, the general intercessions at the Masses did not reflect recognition of those who lost their lives in the service of our country. It was decided that we will consider intentions for secular holidays at the time we review the ordo in future Liturgy Team meetings.

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- Ministry Reports:
  - Larry reported that the schedule for the Deacons preaching is being resolved. On the first Sunday of the month either Joe or Larry will preach at St. Ignatius and on the third Sunday of each month either Joe or Larry will preach at St. Josephs. Larry is working with RCIA at both St. Ignatius and St. Josephs and Joe is working with Religious Education at both St. Ignatius and St. Josephs.
  - RCIA – RCIA has completed for this session. Two people have indicated interest in RCIA for the fall.
  - Fr. John reported that Ann Garvin has been hired as the Director of Faith Formation. Responsibilities are being adjusted among the parish staff. The requests from the pulpit this weekend for Capital Campaign donations resulted in approximately \$100K which put the total campaign pledges to \$780K.
  - Altar Servers – Bill reported that he continues to be in need of new Altar Servers but has not found the time for training sessions.
  - EMs – Domenic reported that training for new and existing EMs is scheduled the Church on the 11<sup>th</sup> and 12<sup>th</sup> of June. The note referenced earlier in this report will go out to all EMs this week.
  - Greeters – Peggy is looking into the scheduling of greeters. She has recruited two new greeters. Peggy will contact the parish office to get name tags for greeters.
  - LWC – Mary reported that she is stepping down as the coordinator for this ministry. Additional help is needed for LWC.
  - Carol thanked the Liturgy Team and the parish in general for the help with receptions, gifts, and the outpouring of support for Larry as he was ordained a Deacon. Bill indicated that the parish is very fortunate to have a family like the Mathenys who so generously serve and support our parish.
  - CLOW – Claudia reported that a person who recently completed RCIA has volunteered to help with CLOW. Additional volunteers are helping with CLOW as a result of a note sent to parents of the children who participate in CLOW. More CLOW leaders are needed. STAND training is on the 15<sup>th</sup> of June. Those who are assigned for CLOW are to participate in the entrance procession at each of the Masses.
  
- Paul led the team in a closing prayer. Bill will assign the closing prayer for the August Liturgy Team meeting, which is scheduled for Sunday, August 7<sup>th</sup>, at 1:30PM in the Ijamsville parish social hall.
  
- NEXT MEETING:      Sunday, August 7<sup>th</sup>, at 1:30 in the Ijamsville Parish Hall  
(Correction: Aug. 7<sup>th</sup> at 2 pm at Holly Looney's home)