

# LITURGY TEAM REPORT

## Meeting of August 7, 2005

Attendees: Peggy Crichton, Bill Crosthwait, Chelle Davis, Janice Dec, Dave Ebner, Deacon Joe Gousie, Addie Gousie, Claudia Helta, Sally Huber, Fr. John Jicha, Rev. Silvester Kim, Holly Looney, George Ludwig, Chris Lunsford, Ann Massey, Deacon Larry Matheny, Carol Matheny, Gloria Przybocki, Joyce Seng

### Notes/Minutes:

- Janice opened the meeting with a prayer. Dave will prepare the opening prayer for the September Liturgy Team meeting, which is currently scheduled for Sunday, September 4<sup>th</sup>, at 1:30PM, in the growing room of the Ijamsville Church.
- Bill welcomed Addie Gousie, Chris Lunsford (ushers), and Ann Massey (LWC) to their first Liturgy Team meeting. Bill should have welcomed Chelle Davis (Extraordinary Ministers of the Eucharist) to the meeting as she and Domenic Turchi coordinate that ministry and Domenic usually attends the Liturgy Team meetings.
- The June Liturgy Team meeting report was reviewed and approved as documented.
- We reviewed a copy of the August / September ordo that Holly provided. The following was discussed:
  - The first monthly “Signed Mass” will be on September 18<sup>th</sup> at 1:30PM in the Ijamsville Church. The group using the Church for the “Signed Mass” will also use the Ijamsville social hall from 12:30 to 1:30 on that Sunday. Bill will try to make arrangements to get a bulletin announcement concerning the “Signed Mass”.
  - As part of “time and talent” recruitment, Liturgical Ministers will wear name tags at the Masses on the weekends of September 17<sup>th</sup> / 18<sup>th</sup> and September 24<sup>th</sup> / 25<sup>th</sup>. Holly will print up stick-on name tags with each Liturgical Ministers name and the ministry or ministries that person is involved in. The September ministry schedule will have a reminder to all Liturgical Ministers to pick up their stick-on name tags, wear those name tags at Masses they attend on September 17<sup>th</sup> / 18<sup>th</sup> and 24<sup>th</sup> / 25<sup>th</sup>, and be prepared to address questions about ministry at St. Ignatius. All Liturgical Ministers will be recognized at Mass on September 17<sup>th</sup> / 18<sup>th</sup> and 24<sup>th</sup> / 25<sup>th</sup>, and those from the congregation who would like information about the ministries will be invited to talk with one of the ministers recognized at the Mass (who will be wearing a name tag).
  - The Liturgy Team will have speakers at each of the Masses on September 24<sup>th</sup> / 25<sup>th</sup> to briefly discuss the benefits of volunteering for ministry in our parish. Speakers volunteering were:
    - 5:30PM Mass – Ann Massey
    - 8:00AM Mass – Bill Crosthwait (if calendar permits)
    - 10:00 Mass – Janice Dec
    - 12:00 Mass – George Ludwig (if calendar permits) and Chelle Davis if George can not make it.
  - Bill will remind Lori that we should have an intention for Labor Day at the Masses on September 3<sup>rd</sup> / 4<sup>th</sup>.
  - At all Masses on the 20<sup>th</sup> / 21<sup>st</sup> of August there will be a blessing for all students returning to school.

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- Evaluation of Feast of St. Ignatius –
  - Feedback was positive.
  - CLOW catechists were not made aware of fact that the readings for the feast of St. Ignatius were to be used and they prepared for the regular readings for that weekend. In general the CLOW catechists did fine with the material from the brochure that was prepared for the feast of St. Ignatius. Next year the CLOW catechists should be notified in advance so they can be prepared with readings appropriate for the feast of St. Ignatius.
- Old Business
  - Discussion of appropriate celebration for the 130<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:
    - It was agreed that all Liturgical activities associated with the Parish Anniversary would be the responsibility of the Liturgy Team (planned and executed by the Liturgy Team).
    - Fr. John recommended that the Parish Council be responsible for forming an “Anniversary committee”, on which the Liturgy Team will be represented, to coordinate all Anniversary activities, liturgical and non-liturgical, from the various Parish organizations. Bill will see that this is brought up at the next Parish Council meeting.
    - Holly has been pursuing a Jesuit for an Anniversary year retreat where the focus would be on St. Ignatius. Fr. John and Larry Frazer have been discussing a parish retreat for next year. Fr. John and Holly will coordinate their activities.
    - Joe suggested that a “special” Anniversary Mass be arranged on a date significant for the parish (establishment as a mission parish or establishment as an independent parish) and former parishioners and Clergy be invited to that Liturgy. This would not necessarily need to be a Sunday morning Mass.
    - Other suggestions that would be appropriate for consideration as Anniversary activities were the following:
      - ❖ Picture of parishioners similar to the “cross picture” that was taken prior to groundbreaking for the Ijamsville Church. Could be tied to the new building the Capital Campaign is raising funds for.
      - ❖ Anniversary Parish Christmas card that would be produced and sold.
      - ❖ Long term parishioners discussing history of parish.
      - ❖ Special celebration for the birthday of the oldest parishioner.
  - Celebrants for Christmas:
    - Celebrants are lined up for all of the proposed Christmas Masses.
    - It was decided that the 8:00AM Mass on December 25<sup>th</sup> will be in the Country Church.

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- Procedures for Cross Bearers:
  - Dave has documented the procedures for Cross Bearers.
  - It is anticipated that the issue with the processional cross facing the congregation will be corrected now that the procedures for Cross Bearers have been documented.
- New Business
  - Advent and Lenten Celebration Team sign-ups:
    - All members of the Liturgy Team have the privilege of serving on one or both Celebration Teams. All were requested to sign-up for either or both the Advent or Lenten Celebration Teams.
  - Holly handed out the form for documentation required for the Time and Talent Booklet. Ministry coordinators who had not previously completed the form were requested to do so as soon as possible.
- Ministry Reports:
  - Greeters - Peggy reported that she is working with Gloria and Janice to coordinate getting ministry schedule information to and from those in the ministry of greeters.
  - RCIA - Sally reported that the first meeting for RCIA catechists is this coming Thursday. Currently there are 6-7 RCIA catechists and Sally would like to recruit a couple more.
  - Gloria would like all volunteers in the parish to keep the date for the Volunteer Appreciation dinner open.
  - Adult Education - Joe reported that a presentation on "death and dying" (adult education on right to life issues) is scheduled for October.
  - Ushers - Chris will set a date for the ushers to meet in the September/October timeframe to review activities of their ministry.
  - Cross Bearers - Dave reported that there are not crosses for the Cross Bearers to wear when they are assigned. More Benedictine crosses will be ordered.
  - LWC - Ann reported that the first meeting for LWC volunteers will be in September and that the first LWC will be in September. Additional volunteer help is needed for LWC.
  - Joyce explained how Eastalco Corporation graciously created and donated the time capsule that was used when the Ijamsville church was dedicated. Now may be a time that our parish could do something in return for Eastalco Corporation, given the potential closing of the corporate facility in Buckeystown. It was suggested that Joyce refer this to the Social Concerns committee (Paul Kane).
  - Liturgical Art and Environment - Janice reported that it is time to begin preparation for Advent. A theme for Advent is needed. The Liturgical Art and Environment committee is represented on the Advent Celebration Team which will meet for the first time on August 21<sup>st</sup> with the goal of selecting a theme.

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- Sacristan - Janice reported that the summer has been very difficult with Liturgical ministers not showing up for their assignments. In general four to five Liturgical Ministers have had to be “recruited” fifteen minutes before the start of Mass due to no-shows. This has happened even though Janice requested that all Liturgical ministers provide information on when they will be unavailable during the summer. With the August ministry schedule Janice requested information on when Liturgical ministers will be unavailable in the fall and she has received very little response. With school and Faith Formation classes starting in the fall it was anticipated that availability to serve in ministries will change, but that has not been reflected by return of schedule request forms. It was suggested that all ministry coordinators send out the schedule request forms to all in the ministry they represent and ask for ministers to complete those forms and get them into Janice immediately. Fr. John suggested that during the summer in the future it may make sense to go to communion under one species to help with the issue of ministers not showing up. Discussion continued on how the ministries need to be treated as ministries, not jobs, and potential fixes for the problem with no-shows. One suggested fix was that if a minister misses an assignment three times, with no substitute arranged, they be dropped from the future ministry schedule. Hopefully this is a summer issue only.
- Holly requested that ministry coordinators copy Fr. John and Holly on all information sent to those in the ministry they represent.
- Bill reported that two new Altar Servers were trained in August and he will continue to train additional new Altar Servers until we get twenty Altar Servers who can be regularly scheduled.
- The dates for the Celebration Team meetings were reviewed. The Advent Celebration Team will meet August 21<sup>st</sup>, September 18<sup>th</sup>, and October 16<sup>th</sup> at 1:30PM in the Ijamsville conference room. The first meeting for the Lenten Celebration Team is September 25<sup>th</sup>. All these meetings are on the parish calendar.
- Bill thanked Holly for permitting us to use her home for our meeting and providing a delicious picnic lunch which her husband Mike cooked. THANKS Holly and Mike!!
- Joyce led the team in a thoughtful closing prayer. Jacqueline will prepare the closing prayer for the September Liturgy Team meeting, which is scheduled for Sunday, September 4<sup>th</sup>, at 1:30PM in the Ijamsville Church growing room.

NEXT MEETING:     Sunday, September 4<sup>th</sup>, at 1:30PM in the Ijamsville Church Growing Room