

LITURGY TEAM REPORT

Meeting of February 12, 2006

Attendees: Bill Crosthwait, Janice Dec, Fr. John Jicha, Silvester Kim, Claudia Lapcevich, Jacqueline Scaletti, Paul Szczerowski, Domenic Turchi

Notes/Minutes:

- Bill opened the meeting with a prayer. Deacon Joe Gousie is to prepare the opening prayer for the March Liturgy Team meeting, which is scheduled for Sunday, March 12th, at 1:30PM, in the Ijamsville Parish Center.
- The January Liturgy Team meeting report was distributed, reviewed, and approved.
- Liturgical Ordo for February and March – We did not have a print out of the calendar to use for review of the ordo so each member of the Liturgy Team was asked to review the calendar after the meeting, with focus on Saturday and Sunday, to determine if there are any liturgical events that are not scheduled or that conflict. Bill indicated that he will check to be sure that the blessing of palms is on the calendar for Sunday, February 26th, after the noon Mass. Janice pointed out that there are schedule changes for the evening Services this year for Ash Wednesday. On Ash Wednesday there will be a morning Mass at the Country Church at 8:45; a noon Service in the Ijamsville Church; a 5:30 Service in the Ijamsville Church; and a 7:00 Mass in the Ijamsville Church. Bill asked that the Liturgy Team members check to be sure that the Lenten liturgical activities are properly on the calendar.
- Lenten Celebration Team Report - Bill reported that the Lenten Celebration Team is preparing a mailing to go out to all parishioners on February 17th. At the Masses on February 25th and 26th the idea of getting a nail, carrying it during Lent, and returning it at the end of Lent will be introduced. Palms are being returned for a palm burning Service after the noon Mass on February 26th. The Team is working on developing the Call to Worship, Opening Prayer, and the Intentions for Ash Wednesday and each of the five Sundays of Lent. Action items are being tracked to be sure that all identified tasks of the Lenten Celebration team are completed. We discussed the symbolism of removing the water from the Holy Water font and draping the font in purple during Lent. It was decided that we would do this again this year.
- Old Business:
 - Bill will get with Larry to get documentation of the Advent tasks to facilitate the work of the Advent Celebration Team next year.
 - Parish Mission – A bulletin handout announced a joint St. Joseph-on-Carrollton Manor and St. Ignatius of Loyola Parish Mission on February 25th thru February 28th. Paul indicated that music (a “well known” hymn) will be used at the beginning of the Saturday morning and Monday evening Mission sessions. Bill will get information on the Parish Mission into the Lenten mailing to all parishioners.
 - The “logo” developed by the Lenten Celebration team is not being used on the bulletin announcements to date. Bill will work with Lori on that.
 - We did not do a “Candle Mass” as planned. The blessing of throats went well and the Extraordinary Ministers of the Eucharist who helped with blessing throats were very flexible. The blessings were done in three variations as we had three different celebrants that weekend.

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- Liturgical Celebration for 130th Anniversary – Bill, Paul, and Janice have not met on this subject. They will attempt to meet prior to the March Liturgy Team meeting. Fr. John indicated that the “photo book” is happening for the anniversary. It was suggested that a liturgical activity celebrating the 130th anniversary may be appropriate in September on the date our Ijamsville Church was dedicated.
- Liturgy Team responsibilities and changes to the by-laws – Bill will attempt to document the proposed changes to the by-laws and distribute to each member of the Liturgy Team prior to the March meeting so we can vote on the changes at that meeting.
- Bill has worked with Jon Russell on update of the Liturgy web site. Bill asked Liturgy Team members and all ministry coordinators to go to <http://liturgy.e-stignatius.org/index-test.html> and review that test site to identify missing or incorrect information on their ministry and provide input for updates. Information such as processes and procedures related to each ministry should be on the web site under each ministry. Bill has updated the test site for the ministry of Altar Serving.
- Volunteers to bring up gifts at Mass – Bill will get a bulletin announcement indicating that people can schedule bringing up gifts for a particular Mass by calling the Parish office and can volunteer, if no one is signed up, by signing in when they attend Mass.
- We discussed the Mass of Thanksgiving for Silvester. Paul will provide Silvester with suggested music for the Mass. Silvester will identify concelebrants for that Mass as soon as possible. Janice asked about “like-vestments” for the Mass of Thanksgiving. Fr. John felt that it would not be difficult to get “like-vestments” for those concelebrating that Mass. The program for the Mass of Thanksgiving must be reviewed by the Cardinal. Silvester will get a date for that review to Paul.
- New Business:
 - Bill handed out packets to the ministry coordinators for the calendar process, bulletin information, use of signs and easels, oral announcements and fundraising for next year. Bill asked all ministry coordinators to review the information and provide input as requested.
 - Domenic suggested moving the Liturgy Team meeting to a weekday evening rather than Sunday at 1:30. Bill will look at the calendar to determine which evenings are open. Bill asked that each Liturgy Team member think about what evenings would be convenient and we will discuss, and potentially change, the meeting date and time for future meetings at our March meeting.
- Ministry Reports:
 - Sacristan - Janice indicated that the “working sacristy for EMs” has been moved, on a trial basis, for the past two weekends. Feedback thus far has been positive. Bill suggested that the space allocated for Altar Server robes is inadequate. Alternatives for storage of the Altar Server robes will be considered. Concelebrants for the Easter Masses are now committed. Janice asked that the CLOW teachers be reminded that the readings for this year are “Year B”.

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- Liturgical Environment – Janice reported that things are moving along for Holy Week. Flower orders have placed for Easter and the Pascal candle is in. There will be a visual display on the altar steps during Lent but it will not be as large as it has been for the past two years.
- Liturgy With Children – Fr. Jicha reported that a “pitch” is going to be made to get additional parent participation to help with LWC. It was noted that, when the February 4th LWC was canceled, some of the ministries that are not scheduled for a LWC Mass (Greeters, Crossbearer, Lectors, and CLOW), were not represented at the 5:30 Mass on February 4th. When an LWC is canceled we need to better notify the ministries not scheduled, so substitutes can be arranged.
- EM's – Domenic reported that last month four from the deaf community were trained as EMs and the training session went well.
- Jacqueline asked about Fr. Hilgarter and some of the programs he does as parish outreach. We discussed this and determined that we will look further into these programs as they might pertain to liturgy.
- Silvester reported that he has completed his comprehensive exams and is now taking on additional effort with the K of C, Faith Formation, and the Boy Scouts. Silvester and Larry will sing at the Vigil Mass.
- Music Ministry – Paul reported that the music selection for Lent has been completed. Holly and Carol are working to get programs for Lent and the Easter Triduum in place. There is consideration of formalizing the Children's choir. A complete report from Paul is attached to this report.
- There was discussion of the age range of those children attending CLOW. Claudia and the team will continue to monitor with the goal of making CLOW appropriate for all children attending.
- Bill led the team in closing prayer. Ann Massey will prepare the closing prayer for the March Liturgy Team meeting, which is scheduled for Sunday, March 12th, at 1:30PM in the Ijamsville Parish Center.

NEXT MEETING: [Sunday, March 12th, at 1:30PM in the Ijamsville Parish Center](#)

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- Ken Lenta has formally resigned his oversight of the Children's choir due to a number of variables and lack of current interest, and has chosen to contribute his talents to the Contemporary Ensemble. The Music Ministry thanks Ken for his significant contribution to the children's music ministry over the years.
- Per discussions with the pastor, the DLM is assembling information to determine the level of resources needed for the possible formation of a "formalized" Children's Music Ministry program. Contacts to go out to The Catholic University of America to determine the possibility of hiring a part-time graduate student to facilitate the same.
- The WOW will be providing music for the mass for the shut-ins for the Archdiocese of Washington, in early May 2006 at the Basilica. This will be the third year that St. Ignatius of Loyola has been engaged in this special ministry.
- Possibilities of a choral performance at St. Patrick's Cathedral in NYC are currently being explored for late spring. More information to be forthcoming.
- A number of our 6 parish guitarists have expressed interest in attending the NPM Institute for Guitar and Instrumental Ensembles in June 2006 in Cincinnati. This Institute was created to facilitate ongoing education in the art of guitar accompaniment within liturgy. Registration to be facilitated within Q1 2006.
- Plans for all Lenten liturgies were finalized in January 2006 – supporting the Liturgy team's theme of "Celebrate the Cross". The Triduum liturgies are to be completed by the end of February.
- A formal letter is to be sent to those remaining members within Music Ministry that still need to meet their STAND requirements. Follow up training has been scheduled in February 2006. The Music Ministry goal is to ensure that we are **100% compliant** by March 2006.