

LITURGY TEAM REPORT

Meeting of March 27, 2006

Attendees: Bill Crosthwait, Dave Ebner, Silvester Kim, Claudia Lapcevich, Larry Matheny, Ann Massey, Joyce Seng, Jeff Smith, Paul Szczerowski

Notes/Minutes:

- Bill opened the meeting with a prayer. Fr. John is to lead us in the opening prayer for the May Liturgy Team meeting, which is scheduled for Monday, May 8th, at 7:00PM, in the Ijamsville Social Hall. NOTE THE NEW LITURGY TEAM MEETING DAY AND TIME.
- Bill welcomed Jeff Smith who attended the meeting to represent the Greeters, as Peggy was unable to make the meeting. Thanks Jeff!
- The March Liturgy Team meeting report was distributed, for review. Joyce clarified that for the Palm Sunday rehearsals before each Mass, she and Claudia volunteered to help Janice with the rehearsal. Joyce will help at the 5:30PM Mass on the 8th and Claudia will help with the three Masses on the 9th. If Claudia locates someone else who can help at the Masses on the 9th, or if she is unable to help at all three Masses on the 9th, she will let Janice and Bill know.
- Liturgical Ordo for April and May – Copies of the calendar for April and May were reviewed with the following comments:
 - Bill noted that on the 15th of April there will be a Blessing of the Easter Food at 3:00PM which needs to be added to the calendar.
 - Ann indicated that the LWC ministry may require a second rehearsal for the Easter LWC if the children are to “act out” the Gospel reading. There is currently not time scheduled, or available, in the Church during the week of April 10th thru April 15th for a second rehearsal. There may also not be a sufficient number of children who have volunteered for the tableau. Ann will pursue.
 - Dave noted that:
 - On April 2nd there is a calendar conflict with Blood Pressure Screening and the Basket Bingo for use of the Social Hall. Bill will notify the Parish office of the one hour overlap on the calendar.
 - There are two Liturgy Team meetings scheduled on April 10th. Both should have been removed from the calendar. Bill will pursue.
 - On May 12 the Directory Portraits are from 2:45PM to 8:00PM (not 8:45PM). Dave is attempting to support the picture taking with volunteers until 8:00PM. Bill will pursue.
 - On May 13th the Directory Portraits are from 9:15AM until 3:30PM (not 4:30PM). The additional time may have been put on the calendar to allow for clean up and or rearranging of the Social Hall after picture taking. Bill will pursue.
 - On May 28th at least one of the Prayers of the Faithful should recognize those in the military service who are defending our country and those who have given their lives for our country. It was also suggested that patriotic music would be appropriate at Masses on the 27th and 28th. Bill will pursue with Lori (for the Prayers of the Faithful) and Paul (for the music).

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- Larry noted that:
 - There is a Baptism scheduled on April 9th at 1:30PM. We do not do Baptisms during Lent. That should be removed from the calendar. Bill will pursue.
 - On the 13th of April the RCIA meeting should be removed. Bill will pursue.
- Lenten Celebration Team Report - Bill reported that the Lenten Celebration Team has put signs on the Rt. 80 side of the Church property indicating the date and time of Holy Week and Easter Services. By March 29th a sign will be placed at the Country Church indicating that the Easter Sunrise Mass will be held there and all other Holy Week and Easter Services will be at the Ijamsville Church. Bill has requested a bulletin announcement about the history of the boxes being used during Lent for distribution and return of nails.
- Paul joined the meeting at this time and was informed of the earlier suggestion for patriotic music at the Masses on the weekend of May 27th and 28th. Paul indicated that it was not liturgically appropriate to have music that is not aligned with the feast being celebrated and the readings.
- Holy Week

DAY	DATE	REHEARSAL	RESPONSIBLE
Palm Sunday	April 8 th , 9th	Before each Mass	Janice and Joyce (5:30PM). Janice and Claudia L (8:00AM, 10:00AM, and Noon),
Holy Thursday	April 13th	Tuesday, April 11 th @ 6:30PM	Janice, Teresa
Good Friday	April 14th	Friday, April 7 th @ 8:15	Bill
Vigil	April 15th	Saturday, April 15 th @ 1:30PM	Larry, Silvester, Domenic (EMs), George (Lectors), Chris (Ushers).

- Bill will get in touch with Domenic, George, and Chris to let them know that they should show up for the Vigil rehearsal at 1:15PM so they can get instruction from Larry and Silvester on what they need to present to the EMs, Lectors, and Ushers who will arrive for rehearsal at 1:30PM.
- Paul indicated that this year we are bringing in the Holy Oils different from what was done in the past. Bill will be sure that Janice and Teresa are aware of this.
- Ann reported that LWC is in good shape for Easter with the exception of getting children to volunteer for the tableau and finding time for a rehearsal for that.

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- Larry wanted to be sure that the request to have the Holy Oils displayed prominently for the Holy Thursday Mass was being addressed. Bill will pursue. Joyce has some ideas for permanent display of the Holy Oils which will be pursued at a later meeting.
- Paul requested that the coordinators for each of the Holy Week Services and Masses get copies of scripts to Holly as soon as possible. Larry will get a script to Paul and Holly for the Vigil. Bill will get the scripts to Paul and Holly for Good Friday. Bill will let Janice and Teresa know that Holly and Paul need scripts for Holy Thursday.
- Old Business:
 - Adult Faith Formation Survey - Larry reported that the Adult Faith Formation Survey will most likely be moved to a weekend after Easter so that the Lenten Appeal can be conducted on April 1st and 2nd. Larry will handle producing the introduction material for the Adult Faith Formation Survey, whenever it is held.
 - Liturgical Celebration for 130th Anniversary – Bill, Paul, and Janice have not met on this subject. They will attempt to meet prior to the May Liturgy Team meeting. 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 May meeting so we can vote on the changes at that meeting. Bill indicated that changes to the by-laws are needed to define the agreed to division of responsibility between the Liturgy Team chairperson, vice-chairperson, and Fr. John.
 - Volunteering to bring gifts up at weekend Masses - Bill has submitted a bulletin announcement to Lori concerning the process for volunteering to bring up gifts at weekend Masses. This will be in the bulletin the next time there is space for the announcement.
 - Liturgy Team Meeting Day and Time - Bill reported that the Sodality has agreed to move their meeting on the second Monday of each month to the Ijamsville Church growing room. That means that, starting with the May meeting, the Liturgy Team will meet on the second Monday of each month in the Ijamsville Parish Social Hall, at 7:00PM.
 - Liturgy Budget – Fr. John made a copy of the Liturgy/Music budget available to Bill. Bill will review and present that budget to the Liturgy Team at the May meeting.
 - Supplies required for Holy Week / Easter – Larry has provided information on supplies required.
 - Information on ministry of Greeters to Faith Formation and Youth Ministry groups – Bill plans to get the information which is in the Time and Talent brochures to Denise and Ann, in the form of a handout to be taken home, to attempt to recruit more Greeters. It may also be appropriate to include information on the CLOW and LWC ministries in that handout. Bill will pursue.

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- New Business:
 - There was a request that the homilists on Palm Sunday publicize the Holy Week services and encourage attendance. Fr. John and Fr. Rick are doing the homilies that weekend. Bill will make that suggestion to them.
- Ministry Reports:
 - CLOW – Claudia indicated that she is trying to recruit additional CLOW catechists. More help is needed for this ministry to continue to support CLOW at three Masses each weekend. It may be impossible to continue to have CLOW at three Masses each weekend over the summer due to the number of available CLOW volunteers. Recently some CLOW catechists have resigned. Some have indicated that their reason for resigning is schedule related. There have been CLOW catechists scheduled before they have received any CLOW training and after they have resigned. Bill will pursue that with the parish office. It was suggested that we contact the parents of children who participate in CLOW and request volunteer help. Joyce suggested that it may be helpful if, at the Masses one weekend, we demonstrated what happens when the children are dismissed for CLOW. That may allow some parents better understand what volunteering as a CLOW catechist is about (may be positive or negative in terms of attracting volunteers).
 - Liturgy With Children – Ann reported that she and Sharon are in need of additional help with the ministry of LWC. Bill suggested that the information he will prepare for Faith Formation and Youth Ministry will include CLOW and LWC, as well as Greeters.
 - Larry reported that, with the help of Paul and Holly, additional rites have been added for the RCIA candidates this year.
 - We discussed having a “Ministry Fair” this year for recruiting additional Liturgical Ministers. Bill indicated that, in the past, we received more volunteers from the “in pew” recruitment than we did from the “Ministry Fair”. We need to pursue recruitment of Liturgical Ministers at a future Liturgy Team meeting.
- Ann led the team in closing prayer. Chris Lunsford will prepare the closing prayer for the May Liturgy Team meeting, which is scheduled for Monday, May 8th, at 7:00PM, in the Ijamsville Social Hall.

NEXT MEETING: Monday, May 8th, at 7:00PM in the Ijamsville Social Hall