

# LITURGY TEAM REPORT

## Meeting of April 12, 2007

Attendees: Bill Crosthwait, Janice Dec, Dave Ebner, Larry Matheny, Domenic Turchi

Notes/Minutes:

- Larry opened the meeting with a prayer. Chris Lunsford is to lead us in the opening prayer for the May Liturgy Team meeting, which is scheduled for Monday, May 14<sup>th</sup>, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.
- The March Liturgy Team meeting report was distributed for review prior to the meeting and copies were available at the meeting. Bill noted that the original meeting report was corrected to reflect a 10:00AM Mass in the Ijamsville Church on Easter Sunday. With that correction the March meeting report stands as documented.
- Liturgical Ordo for April and May – The calendar for April and May was distributed prior to the meeting and copies were available at the meeting. The calendar was reviewed with the following comments:
  - Dave noted that the calendar for April 21<sup>st</sup> and 22<sup>nd</sup> called for a Nicholas Ebner to speak at all Masses. Janice clarified that the calendar should indicate that Nicholas Edler will speak at the Masses. Bill will follow up to get the calendar corrected.
  - There will be no morning Mass in the Country Church on the 13<sup>th</sup> of April as Fr. John is away. The same holds for Monday, Tuesday, and Wednesday of the following week. On Friday the 20<sup>th</sup> of April, Larry will do a Communion Service at the Country Church at 8:45AM. Bill will follow up to get the calendar corrected.
  - For the weekend Masses where there are First Communions, the EMs will remain on the ramp until the First Communicants and their families have received communion on the altar. The First Communicants and their families will be invited to the altar, by the priest, during the sign of peace. At Masses where there is not a deacon, one of the EMs will go onto the altar at the sign of peace to assist the priest with distribution of wine to the First Communicants and their family members.
  - Janice and Gloria will handle anything required for the Archdiocesan Mass count on the weekend of April 21<sup>st</sup> and 22<sup>nd</sup>.
  - On Thursday May 3<sup>rd</sup> there is a conflict for growing room space with STAND training and the Prayer Group. Bill will identify this to the parish staff to resolve the conflict.
  - The May Crowning on May 5<sup>th</sup> will be planned by LWC.
  - The Environment Committee will handle Church decorations for the May Crowning on May 5<sup>th</sup> and Confirmation on the 22<sup>nd</sup> on May.
  - There is no 8:00AM Mass on the calendar scheduled for Sunday May 20<sup>th</sup> or Sunday, May 27<sup>th</sup>. Bill will follow up to get the calendar corrected.
  - We confirmed that the Holy Day of Obligation for the feast of the Ascension of the Lord on May 17<sup>th</sup> has been transferred to Sunday, May 20<sup>th</sup>.
  - All of the calendar items for Monday, May 28<sup>th</sup>, should be reviewed as this is Memorial Day and the parish office will be closed. Bill will request the parish office to review what activities will actually take place and handle any activities that will move to another date because of the Memorial Day holiday.

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- We discussed what we have done in the past for the celebration of Pentecost, which this year falls on the 26<sup>th</sup> and 27<sup>th</sup> of May. We covered witness talks and doing the readings in foreign languages. The preference is to again do witness talks. We will decide on this and put together an action plan at the next Liturgy Team meeting.
- It was suggested that at each of the Masses on Pentecost we may want to process out with the Easter candle to signify the end of the Easter season.
- Lent, Holy Week, Easter Evaluation - We discussed Lent, Holy Week and Easter with the following comments:
  - The general feeling was that all who came to worship at our parish on Palm Sunday, during Holy Week, or on Easter, found a very spiritually fulfilling environment and meaningful liturgies. There were however, several “behind the scenes” issues and disconnects.
  - The majority of the “behind the scenes” problems were due to lack of communications among the various ministries. It was suggested that earlier planning and finalization of details for the Holy Week and Easter Services, along with more coordination among the ministries involved, may alleviate some of the issues.
  - We discussed the fact that next year Ash Wednesday is on February 6<sup>th</sup> and Easter is on March 23<sup>rd</sup>. Early planning, starting in October, is required if we are to allow adequate planning time.
  - All ministry coordinators were asked to document their observations, ideas, and suggestions from Lent, Palm Sunday, Holy Week, and Easter, to Bill so those can be recorded and considered when planning for next year.
- Old Business:
  - Status of recommitment effort and training of head EMs – No change. This is a continuing effort
  - Procession of Liturgical Ministers into Church – No change. We will revisit next month.
  - Liturgical Ministers praying before Mass – This is happening sporadically. The Liturgical Ministers should be in the music area for a prayer five (5) minutes before the start of every weekend Mass. It was noted that some of the visiting clergy are not accustomed to this and that may be the reason we are not more regular with this practice. The Liturgical Ministers should conduct this prayer, even if the clergy is not available. Ministry coordinators are asked to reinforce this with those in the ministry they represent.
  - Consistency with EMs acknowledging children who come to communion with arms crossed - Dom thinks that our “Procedures for Extraordinary Ministers of Holy Communion” indicates that it is OK for EMs to place their hands over the heads of the children and say “Bless you”. The suggestion was that the EMs say either “Bless you” or if uncomfortable with a blessing, say “Jesus loves you”. Dom will follow up to get consistency among all EMs.
  - Scott Hawkins recognition – This is to be after each of the Masses on Sunday, April 22<sup>nd</sup>. Sandy Byrnes is coordinating.

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- It was noted that there were only five members of the Liturgy Team present at the meeting, and several ministries have not been represented for many months. Every ministry needs to be represented at the Liturgy Team meetings if the team is to function properly. We discussed how to address this issue and how involvement from Fr. John could impact the significance liturgical ministers and ministry coordinators place on their responsibilities. Possibly some education on how ministries tie into the celebration of the Eucharist and what Liturgy Teams do is appropriate. This will be an agenda item for the May Liturgy Team meeting.
- Dave suggested that completion dates be assigned to all action items covered at the Liturgy Team meetings. This should eliminate our re-visiting some of the same “old business” subjects at multiple meetings.
- New Business:
  - Important Liturgy Team dates for 2007-2008 – Bill handed out the listing of dates that were submitted for the 2007-2008 calendar. This will be posted on the Liturgy web site.
  - May meeting agenda item of Liturgical Ministers who miss assignments – This will be an agenda item for the May meeting as it relates closely with getting each ministry represented at Liturgy Team meetings.
- Ministry Reports:
  - Bill forgot to solicit ministry reports.
- Bill led the team in a closing prayer. Janice Dec is to prepare the closing prayer for the May Liturgy Team meeting, which is scheduled for Monday, May 14<sup>th</sup>, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.

### **NEXT MEETING:**

**Monday, May 14<sup>th</sup>, at 7:30PM, in the Ijamsville, Thomas T. Polk, Social Hall**