

# LITURGY TEAM REPORT

## Meeting of May 14, 2007

Attendees: Bill Crosthwait, Janice Dec, Dave Ebner, Kimberly Hess, Fr. John Jicha, Chris Lunsford, Larry Matheny, Jacqueline Scaletti, Joyce Seng, Domenic Turchi

### Notes/Minutes:

- Chris opened the meeting with a prayer. Claudia Lapcevich is to lead us in the opening prayer for the June Liturgy Team meeting, which is scheduled for Monday, June 11<sup>th</sup>, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.
- The April 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 Confirmation on the 22<sup>nd</sup> of April not May 22<sup>nd</sup>. With that correction the March meeting report stands as documented.
- Liturgical Ordo for May and June – The calendar for May and June was distributed prior to the meeting and copies were available at the meeting. The calendar was reviewed with the following comments:
  - On June 4<sup>th</sup> the “Holy Dustbusters” should be scheduled for 9:00AM. Bill will ask Gloria to correct the calendar.
  - Bill pointed out that for the Masses on the weekend of May 19<sup>th</sup> and 20<sup>th</sup> we will be celebrating the Ascension of the Lord. Dave asked for clarification as to what second reading will be used as there are two options. It was determined that we will use the reading from St. Paul to the Ephesians. Dave will convey this information to the assigned lectors.
  - Dom and Janice concluded that there are sufficient EMs now assigned for First Communion on the 19<sup>th</sup> of May.
  - No 8:00AM Mass is on the calendar for May 27<sup>th</sup>, June 3<sup>rd</sup>, June 10<sup>th</sup>, or June 17<sup>th</sup>. Bill will ask Gloria to correct the calendar.
  - On the weekend of May 26<sup>th</sup> and 27<sup>th</sup> (Pentecost) one of the intentions will be for our Service men and women as Memorial Day is the following Monday. Bill will email Lori with that request.
  - On the weekend of June 17<sup>th</sup> we will have an intention for “Fathers” at each Mass and a “Blessing of Fathers” at the end of each Mass. Bill will send an email to Lori as a reminder. A remembrance book will be out for Fathers. Janice will arrange for that.
  - The sequence will be sung on the weekend of Sunday, June 10<sup>th</sup> (Corpus Christi). Kim will arrange for that.
  - The objective will be to have the book for recognition of Service men and women in place before Flag Day (June 14<sup>th</sup>) and if possible by Memorial Day (May 28<sup>th</sup>). Janice and the liturgical environment committee will handle.
  - Patriotic music would not be appropriate given that the weekend before Memorial Day is Pentecost and the weekend before Flag Day is Corpus Christi. The goal will be to have patriotic music on the weekend before Independence Day (July 4<sup>th</sup>).

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- Old Business:
  - Pentecost – “Witness talks” were well received last year and will be done again this year. Larry will pursue getting people or couples identified and invited to give “witness talks”. At the conclusion of each Mass on Pentecost we will process out with the Easter candle as a sign of the end of the Easter season. The objective will be to have the witness who speaks, carry the Easter candle in the recessional.
  - Status of recommitment effort and training of head EMs – No change. The status of this effort will be revisited at the July Liturgy Team meeting.
  - Procession of Liturgical Ministers into Church – We have decided not to change the current procession of Liturgical Ministers into Church. We will revisit this subject in a year. .
  - Liturgical Ministers praying before Mass – This is happening very sporadically. The Liturgical Ministers are to be in the music area for a prayer five (5) minutes before the start of every weekend Mass. The Liturgical Ministers should conduct this prayer, even if clergy is not available. We will revisit this subject at the July meeting of the Liturgy Team.
  - Representation of Ministries at Liturgy Team meetings and Liturgical Ministers who miss assignments – There were ten members of the Liturgy Team at the meeting. Bill noted that this was 100% improvement over the five who were present at the April meeting. This discussion was initiated at the April Liturgy Team meeting due to some of the “behind the scenes disconnects” that happened during the Easter Services. Kim suggested that earlier meetings to review the scripts, music, and programs for each Service, would alleviate some of the “disconnects”. We should put the dates for those reviews on the calendar. Bill will follow up with getting this in place. It was suggested that the entire Liturgy Team could focus on both the Advent/Christmas season and the Lent/Easter season to be sure that all ministries are coordinated. This will be reviewed at the June Liturgy Team meeting.
  
- New Business:
  - Liturgy Budget – Fr. John indicated that the Finance Committee is in the process of finalizing the budget. At the June meeting we will review the Liturgy portion of the final budget which will have been approved by the Parish Council. Kim suggested that the Music Director position could be a “part-time” position if the number of choirs were reduced.
  - Three month Liturgical Minister schedule - It was noted that there are a significant number of “NOT FILLED” slots on the proposed Liturgical Minister schedule for June thru August. Bill is going to work with Sandy to attempt to better fill the open slots for Altar Servers. It was decided that we will go to one Species for distribution of the Eucharist at the Saturday 5:30PM Mass, and the 8:00AM and Noon Masses on Sunday from the weekend of June 16<sup>th</sup> and 17<sup>th</sup> until after Labor Day, to help with the number of EMs required at weekend Masses during the summer. Bill will get information to Lori so this can be announced to the Parish via a bulletin announcement and an announcement at Mass. Bill will forward the preliminary ministry schedule to Chris as he did not receive email with the schedule. Chris will work with the office staff to try to help with scheduling of Ushers over the summer. Dave suggested that the greeters could potentially help the ushers and crossbearers. This will have to

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be worked out among those ministries. Fr. John noted that there is renewed focus from the diocese on having two people handle the collection money from the time the basket is removed from the Altar after Mass until the time the collection money is placed in the safe. Chris will reiterate this to the ushers.

- Ministry Reports:
  - Music – Kim will be leaving her position as Music Director at the end of June.
  - Altar Servers – Training for new Altar Servers is scheduled for Memorial Day weekend and, after two bulletin announcements, there are no new Altar Servers who have come forth requesting training. The next training for new Altar Servers will be in the Fall.
  - Crossbearers / Lectors – Dave removed one name from the list of available Crossbearers because that person has missed a significant number of assignments recently. Dave has requested all of the existing Crossbearers and Lectors to volunteer the names of those they feel would be interested in becoming Crossbearers and Lectors in an attempt to increase the number of people participating in those ministries.
  
- Dave Ebner will conduct the June Liturgy Team meeting since Bill will be out of town.
  
- Janice led the team in a closing prayer. Dave Ebner is to prepare the closing prayer for the June Liturgy Team meeting, which is scheduled for Monday, June 11<sup>th</sup>, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.

### **NEXT MEETING:**

**Monday, June 11<sup>th</sup>, at 7:30PM, in the Ijamsville, Thomas T. Polk, Social Hall**