

LITURGY TEAM REPORT

Meeting of July 9, 2007

Attendees: Sandy Byrnes, Bill Crosthwait, Janice Dec, Dave Ebner, Teresa Killar, Deacon Larry Matheny, Joyce Seng, Domenic Turchi

Notes/Minutes:

- Joyce opened the meeting with a prayer. Bill is to lead us in the opening prayer for the August Liturgy Team meeting, which is scheduled for Monday, August 13th, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.
- The June Liturgy Team meeting report was distributed for review prior to the meeting and copies were available at the meeting. The June meeting report stands as documented.
- Liturgical Ordo for July and August – The calendar for July and August 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 only has a morning and evening Mass for the 15th of August, the Assumption of Mary, a Holy Day of Obligation. That has been the recently agreed to schedule for Holy Days, no vigil Mass and one morning and one evening Mass.
 - The environment committee should meet in August on the 27th in the Ijamsville conference room. Bill will ask Gloria to have that meeting put on the calendar for 7:30PM.
- Old Business:
 - Advent / Christmas Celebration Team Meetings – At the June meeting it was decided that the entire Liturgy Team will work on plans for Advent / Christmas. We will begin that at the August Liturgy Team meeting. The readings will be from cycle A this year. Bill and Larry will attempt to locate information on what tasks were completed by the Advent / Christmas Celebration Team last year as a model for what needs to be done this year. The thinking is to “build” on what was done last year.
 - Feast of St. Ignatius (July 31st) – Janice noted that Fr. Carrion had called and he is willing to do anything “within reason” for the celebration of that Feast Day. After much discussion it was decided that:
 - Bill will prepare a handout, with information on St. Ignatius and the updated history of our parish, to be distributed at all Masses on the weekend of July 28th and 29th.
 - We will have a 7:30PM Mass on Tuesday the 31st followed by a “Community-Sunday-like” social in the Social Hall.
 - Joyce will coordinate the “Community-Sunday-like” social.
 - Members of the Liturgy Team will help with the social.
 - Sandy will attempt to arrange for music at that evening Mass.
 - Bill will get publicity for the evening Mass and social.
 - Bill will work on arrangements for use of the Social Hall as it is currently reserved from 6:00PM to 8:00PM on that evening.
 - The VBS tents can be left up for use on Tuesday evening.
 - Progress with search for replacement Sacristan – Janice indicated that three people will be taking over the Sacristan ministry in the Country Church. There will also be three people to assist with the Sacristan ministry at the Ijamsville Church (one for weddings, one for funerals, and one for weekends).
 - Attendance at Liturgy Team meetings – Bill presented a chart with the attendance at each Liturgy Team meeting since 2003. In the past the Liturgy Team has taken a

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“month off” each year. Typically either July or August. We will return to that schedule next year. There was no conclusion that attendance is down due to the meeting day and time. We discussed the fact that we need all “ministries” represented at our meetings when we are planning for Advent / Christmas. Bill will have a discussion with Chris Lunsford (ushers) and Jeff Smith (greeters) to be sure that their ministry is represented at future Liturgy Team meetings.

- EM Training, recruitment effort and training of “Head EM’s” – It was decided that we will have “recommitment” for all ministries at Community Sundays in August and September. This will allow us to get updated information and preferences for all of our ministers. Dom will arrange for publicity. We will have new EM training on August 6th at 7:30PM. Larry will help with that. Dom will send email to those who have indicated that they would like to be trained as a new EM. We will also have new EM training in September on a date to be determined. We will follow up on this subject at our September Liturgy Team meeting.
- Liturgical Ministers praying before Mass – This is still happening sporadically. The Liturgical Ministers should 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. Ministry coordinators are asked to reinforce this with those in the ministry they represent.
- New Business:
 - Joyce noted that there is significant damage to the upholstered chairs, carpeting and walls in the “Growing Room”. Joyce will prepare a sign welcoming those who use the “Growing Room” noting that the “Growing Room” is an extension of our “Worship Space” and parents need to leave that room “as they found it or better”.
 - Disruptive noise from babies and small children – Joe Seng sent Bill an email suggesting that the ushers could use a small card, which he prepared, suggesting to parents of babies and small children who are being disruptive, that they use the “Growing Room”. It was pointed out that at most Masses the “Growing Room” is full. Deacon Larry suggested that if an usher were to hand a card to a parent who was trying to calm down a disruptive child, the focus of the parent would be directed to the usher and the disruption might escalate. It was recommended that there is a supply of our “Etiquette Brochure” which is titled “How We Worship Together” in the sacristy. That brochure addresses behavior of young children in Church. If an usher noticed particularly disruptive behavior, he or she could get a few of those brochures and be sure that one was handed to the parents of the disruptive child, with a bulletin, when they leave Church. Bill will communicate this to Joe in an email.
- Ministry Reports:
 - Music – There will be no music at 5:30PM Mass in August. Dave will make the ushers aware that they will need to read the Responsorial Psalm and the Gospel Acclamation at those Masses. Interviews are continuing for a “part time” music director.
 - RCIA – One woman is preparing for Confirmation at the 5:30 Mass on September 8th.
 - CLOW – Claudia is out of town and sent email indicating that CLOW traditionally has difficulty during the summer months. There is also a requirement that we have two STAND trained ministers for each CLOW session. The Liturgy Team decided that, due to the availability of CLOW catechists, we are suspending CLOW for the summer. We plan to resume CLOW on the weekend of September 8th/9th. That will be announced at Masses this coming weekend and be publicized in the bulletin. Before CLOW resumes, we will have to figure out how many weekend Masses we can support CLOW at, given the requirement for two, STAND trained, ministers at each CLOW session. Bill will get this information to Claudia.

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- Altar Servers – Bill indicated that the next training session for new Altar Servers will be in September. Janice anticipates that we will have several new Altar Servers once Faith Formation resumes in the fall as there will be a requirement for ministry participation for all 4th, 5th, 6th, 7th, and 8th grade Faith Formation students. Larry offered to help with training. Bill will send Larry a copy of the Altar Server procedures for his review.
- Bill will not be in town for the next Parish Council meeting on July 17th. Janice will represent the Liturgy Team at that meeting.
- Larry led the team in a closing prayer. Teresa Killar is to prepare the closing prayer for the August Liturgy Team meeting, which is scheduled for Monday, August 13th, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.

NEXT MEETING:

Monday, August 13th, at 7:30PM, in the Ijamsville, Thomas T. Polk, Social Hall