

LITURGY TEAM REPORT

Meeting of July 14, 2008

Attendees: Jeff Blice, Sandy Byrnes, Bill Crosthwait, Dave Ebner, Fr. Jendrek, Cathy Scoppa

Notes/Minutes:

- Dave opened the meeting with a prayer. Fr. Mike is to lead us in the opening prayer for the September Liturgy Team meeting, which is scheduled for Monday, September 8th, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.
- The May Liturgy Team meeting report was distributed for review prior to the meeting and copies were available at the meeting. The May meeting report stands as documented. The June Liturgy Team meeting was cancelled because Bill was not available.
- Calendar 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:
 - Feast of the Assumption Mass schedule:
 - Mass on the vigil at 7:30PM in the Ijamsville Church
 - Mass at 6:30AM in the Country Church
 - 8:45AM Mass in the Country Church
 - Bill will try to get a bulletin announcement indicating when Masses will be held in neighboring parishes on the Feast of the Assumption. (St. Johns - Frederick, St. Joseph - Buckeystown, and St. Paul's - Damascus).
 - Dave pointed out that on Monday the 18th of August there is a K of C social meeting scheduled from 3:00PM to 11:00PM. Fr. Mike will check with Glenn Wagner of the K of C to determine if the calendar entry is correct.
 - Jeff pointed out that on Tuesday August 5th at 7:30PM there should be a training meeting for new EMs on the calendar. This is a standing meeting on the first Tuesday of each month. Bill will get the calendar updated.
 - Fr. Mike's installation Mass at noon on July 27th:
 - Bishop Malooly will be celebrating the Mass
 - The parish staff is handling arrangements for the installation
 - Sandy has prepared a printed program for the Mass
 - K of C have been invited
 - Jeff will handle getting extra EMs assigned for that Mass
 - Vestments are being borrowed from Sacred Heart Parish
 - There will be a reception after the installation Mass
- Old Business:
 - Meeting frequency – We agreed to change the meeting schedule to meet every other month. The next meeting will be in September. We will then meet again in November, January, March, and May. The September meeting must address Advent/Christmas and the January meeting should focus on Lent/Easter. Dave pointed out that with less frequent meetings we must have better attendance.
 - Nativity set – Fr. Mike reported that the nativity set he has will be at the rectory in the next few weeks and we will plan to use that for the coming Christmas.
 - Ministry roster on the web site – Sandy reported that the ministry roster is now posted on the parish web site under liturgy.
 - “Ministers Needed” information in the bulletin – Deferred to the next meeting when Claudia and Joyce will be available.
 - Parish “on line gift shop” – Bill will follow up with Gloria Przybocki and Jon Russell to get the site on line.
 - Book for “Special Intentions” – Fr. Mike has ordered and is handling.

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- One Altar Server at weekend Masses – Fr. Mike and Bill discussed and we will continue to schedule two Altar Servers for weekend Masses.
- Feedback on “two species” at only one Mass per weekend, on a rotating basis, during the summer – There has been no negative or positive feedback.
- New Business:
 - Fr. Mike’s installation Mass – Covered earlier in this meeting.
 - Feast of St. Ignatius on Thursday, July 31st – We will have a 7:30PM Mass in the Ijamsville Church on that day.
 - Feast of the Assumption on Friday, August 15th – Covered earlier in this meeting.
 - Important Liturgy Team Dates for 2008 / 2009 – Bill to update to reflect new Liturgy Team meeting dates.
 - Stations on Good Friday – Discussed pros and cons and will resolve at the January Liturgy Team meeting when we cover Lent / Easter.
 - Fr. Mike is still working with the Ushers to speed up the collection at weekend Masses.
 - Fr. Mike indicated that he has been doing some thinking about the Christmas Mass plans for this year. He wants a “very special” children’s celebration at 4:00PM on Christmas Eve with a children’s choir. Fr. Mike also wants to plan for a Midnight Mass. Finalizing the Mass schedule will be an agenda item for the next Liturgy Team meeting in September.
- Ministry Reports:
 - Scheduling – A request for new preferences for the next schedule will go out in early August. Scheduling, in general, seems to be working well. The reminders that go out via email are very helpful. Fr. Mike suggested that we have a “Ministry Fair” in September, which should allow for training of new volunteers prior to the next schedule cycle which will cover December thru February. Cathy will follow-up with Claudia and Joyce to determine if bulletin announcements about the need for Liturgical Ministers are going to happen.
 - Cross Bearers and Lectors – Dave reported that “All is well” with the Cross Bearers and Lectors.
 - Altar Servers – Bill reported that the K of C will be purchasing new robes for the Altar Servers. Additional Altar Servers are still needed prior to the December thru February schedule.
 - CLOW – An email is to go out to all CLOW ministers to remind them that we are starting CLOW back up in September. The goal of having CLOW at more Masses will be stressed in that email.
 - EMs – Jeff reported that “All is well” with the EMs. There was an issue concerning hosts being brought from the credence table to the altar for consecration. This has been resolved as “unconsecrated hosts” will no longer be on the credence table but will be brought up with the gifts.
- Bill led the team in a closing prayer. Deacon Larry is to prepare the closing prayer for the September Liturgy Team meeting, which is scheduled for Monday, September 8th, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.

NEXT MEETING:

Monday, September 8th, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall