

LITURGY TEAM REPORT

Meeting of November 10, 2008

Attendees: Bruce Baumgarten, Jeff Blice, Sandy Byrnes, Bill Crosthwait, Claudia Lapcevich, Chris Lunsford, Jacqueline Scaletti, Joyce Seng, Mary Ellen Woehrman

Notes/Minutes:

- Claudia opened the meeting with a prayer. Chris Lunsford is to lead us in the opening prayer for the January Liturgy Team meeting, which is scheduled for Monday, January 12th, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.
- Bill introduced and thanked Bruce Baumgarten, who is taking over as ministry coordinator for the Cross Bearers and Mary Ellen Woehrman, who is taking over as ministry coordinator for the Lectors. Both are replacing Dave Ebner due to demands of the Deaconate Formation program.
- The September Liturgy Team meeting report was distributed for review prior to the meeting and copies were available at the meeting. The September meeting report stands as documented.
- Calendars - The calendars for November, December, and January were distributed prior to the meeting and copies were available at the meeting. The calendars were reviewed with the following comments:
 - Bill asked for volunteers to help the music ministry on Sunday, December 7th, with Community Sunday. Jacqueline agreed to help after the 8:00AM Mass. Jeff agreed to help with the 10:00AM Mass, and Mary Ellen and Joyce agreed to help with the Noon Mass. Bill will get information from the staff to the above people as to what is required to be done.
 - On Monday, December 8th, the Feast of the Immaculate Conception, there will be a Mass at 7:30PM in the Church. Bill will check with Fr. Mike to determine if, the 8:45AM Communion Service that is scheduled in the Country Church could be a Mass to allow a second opportunity for parishioners to attend Mass on that Holy Day of obligation.
 - On Wednesday, December 31st, the vigil of the Solemnity of Mary, there will be a 5:00PM Mass in the Church. On Thursday, January 1st, there will be a 10:00AM Mass in the Church celebrating the Solemnity of Mary.
 - Jeff reported that there was a conflict on the calendar on November 4th for use of the Church at 7:30PM. The conflict was between EM training and a 1st Reconciliation prep class. Bill will notify Gloria that conflicts are being scheduled.
- Old Business:
 - Feast of Christ the King – On November 22nd/23rd, we will do nothing “special” for the celebration of Mass that weekend. The color will be white.
 - Advent Plans – Chris Lunsford will coordinate repair of the Advent wreath prior to the weekend of the First Sunday of Advent, November 29th/30th. Bill will check with Gloria to determine if the staff is going to invite new parishioners (families) to process in and light the Advent wreath for the weekend Masses during the four Sundays of Advent. Joyce reported that the greens are to be removed from the Church for Advent and replaced with two “saplings” on either side of the tabernacle. The altar cloth will be “royal purple”.
 - Christmas Plans – Joyce distributed pictures of the nativity set that Fr. Mike owns and we will be using this year for Christmas. Joyce and her team feel that the nativity set is too large for the sanctuary and will therefore be placed on a table in the east alcove window of the Church. We will lose approximately 20+ Church seats with this

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arrangement. It was noted that Fr. Mike needs to stress to the parish that the 4:00PM Mass on Christmas Eve will be a "Childrens Mass" and suggest that families without children attend one of the other Christmas Masses. Carol Smith reported via email that a team has been put together, including Fr. Carl Frisch, the celebrant for the 4:00PM Christmas Eve Mass, for the purpose of planning the Christmas Eve "Childrens Mass". Carol and that team will handle planning of the "Childrens Mass". Bill will check with Carol to determine if she is scheduling liturgical ministers for the "Childrens Mass or if she would like to have liturgical ministers scheduled for that Mass by the regular scheduling process. Claudia suggested that it might be worthwhile having a sacristan at the 4:00PM Mass to ensure things go smoothly. Bill will follow up on that. Jeff inquired about distributing the Eucharist under one or two species at the Christmas Masses where we anticipate large attendance (4:00PM and 6:00PM on Christmas Eve). Bill will check with Fr. Mike to resolve that.

- It was suggested that we consider going back to a "host and wine" record, or something similar, to better determine how many hosts and how much wine is utilized for each of the weekend Masses. We will discuss this at our January meeting.
 - Results of the "In-pew" ministry recruitment – Bill reported that we had 105 cards returned the first weekend and many volunteered for multiple ministries on a single card. Twenty to thirty cards have been completed and returned since the first weekend. The effort was very successful. The staff sent the names, phone numbers, and email addresses of those who volunteered to ministry coordinators so that the volunteers can be contacted and trained for the various ministries.
 - Parish "on line gift shop" – Bill indicated that the on-line gift shop through the Amazon Associates Program is up and operational. We are now seeing sales and tracking receipts that should be coming to the parish. Jeff suggested that we have a link to the "on-line-gift shop" on our parish "home page" and not just on the "Liturgy" site. Bill will follow up on that.
 - Ambry ideas for storage/display of Holy Oils – Joyce reported that she has considered having three shelves located similar to where the sanctuary light is but on the opposite side of the sanctuary. There was discussion as to where the recommended location is for an ambry. Bill will research the recommended location and any Church directives and we will continue the ambry discussion at the January meeting.
- New Business:
 - Joyce reported that she and her husband Joe visited Fr. Polk in Sykesville and he is doing well. He sent his blessing to all of the people of St. Ignatius.
- Ministry Reports:
 - CLOW – Claudia reported that six people have signed up to be new CLOW ministers. Three have been trained.
 - Lectors – Mary Ellen will get with Dave Ebner to attempt to schedule training for those who recently volunteered to become Lectors.
 - Altar Servers – Bill reported that five new Altar Servers have been trained within the last month and will be Serving their first Mass before the end of November. The new robes, generously donated by the K of C, are now being used. Bill will follow up with Fr. Mike on what to do with the old Altar Server robes.
 - Ushers – Chris reported that the "in-pew recruitment" brought him about ten names of potential volunteers for the ministry of Ushering. Half of those were under the age of 16. Chris will be working with all who volunteered. Chris indicated that he feels there is now a requirement to have all Ushers STAND trained. Bill will follow up on that.

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- EMs – Jeff reported that a couple of young adults have been trained as new EMs for the Youth Mass and recently there have also been a couple of adults trained as new EMs. Jeff noted that there have been several “no shows” for the EM training sessions. Jeff requested clarification that someone who requests to be a “substitute” in a ministry will get an email if someone requests a “swap” via the “web terminal”. Sandy verified that the “swap” request will go out to those who are “substitutes”.
- Cross Bearers - Bruce will get with Dave Ebner to attempt to schedule training for those who recently volunteered to become Cross Bearers.
- Bill led the team in a closing prayer. Jacqueline is to prepare the closing prayer for the January Liturgy Team meeting, which is scheduled for Monday, January 12th, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.

NEXT MEETING:

Monday, January 12th, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall