

LITURGY TEAM REPORT

Meeting of May 11, 2009

Attendees: Jeff Blice, Bill Crosthwait, Fr. Michael Jendrek, Chris Lunsford, Deacon Larry Matheny, Jacqueline Scaletti, Joyce Seng, Mary Ellen Woehrman

Notes/Minutes:

- Bill opened the meeting with a prayer. Bruce Baumgarten is to lead us in the opening prayer for the July Liturgy Team meeting, which is scheduled for Monday, July 13th, 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. The March meeting report stands as documented.
- Calendars - The calendars for May, June, and July were distributed prior to the meeting and copies were available at the meeting. The calendars were reviewed with the following comments:
 - The weekend of May 23rd and 24th is Memorial Day weekend. Bill will check with Lori to be sure that intentions for that weekend include a petition for those who have died while in the military service.
 - On May 25th the Memorial Day Mass will be at 9:00AM in the Country Church, not at 10:00AM as currently on the calendar. This is a time change from what was decided at the March Liturgy Team meeting. Bill will get the calendar updated.
 - On May 26th there is ½ hour overlap for use of the Social Hall with Reception of the Sacraments and WOW choir practice. Bill will ask Carol to resolve this calendar conflict.
 - On May 27th there is a "Parish Picnic Planning Meeting" scheduled. Joyce agreed to attend that meeting as a volunteer from the Liturgy Team. Thanks Joyce!
 - On May 31st there is a 6:30PM Baccalaureate Mass scheduled. Bill will check with Carol to determine if Liturgical Ministers are required.
 - On the 21st of May there is a "Deacon Class Party" scheduled. Larry indicated that will not happen this year. Bill will get the calendar updated.
 - On May 16th there is a "Red Cross Blood Drive" scheduled. Mary Ellen indicated that will not happen. Bill will get the calendar updated.
 - On the weekend of May 30th/31st we will be celebrating Pentecost. Parishioners will be encouraged to wear Red to Mass that weekend. Bill will contact Lori to get a bulletin announcement and an announcement during Mass on the weekend of the 23rd/24th reminding parishioners to wear Red the following weekend.
 - On June 2nd there is a ½ hour overlap on the calendar with WOW choir practice and EM training. Jeff will handle.
 - On June 7th, 14th, 21st, and 28th, the 8:00AM Mass is on the calendar twice. Bill will get the calendar updated.
 - On June 11th the Cantors will use the Church/Social Hall at 7:00PM. Bill will get the calendar updated.
 - There are no First Eucharist celebrations at the weekend Masses on June 13th/14th, and there are First Eucharist celebrations scheduled for the weekend of Fathers Day, June 20th/21st. The original plan was to not schedule First Eucharist celebrations on Mothers Day or Fathers Day weekend. Due to the scheduling that is in place, the calendar will not be changed.

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- There is no time indicated on the calendar for the July 14th Finance Committee meeting. Fr. Mike indicated that the meeting is usually at 7:30PM. Bill will get the calendar updated.
- On July 20th there is a potential conflict for use of the Social Hall between Vacation Bible School and the Seniors Lunch. Bill will ask Carol to resolve.
- On July 20th the "I-Serve Hagerstown" activity is a youth service project
- On July 23rd there is a potential conflict for use of the Social Hall between the K of C and Religious Ed. Bill will ask Carol to resolve.
- Old Business:
 - Evaluation of Lent and Easter:
 - The Team felt that the Palm Sunday, Triduum and Easter Services were meaningful and went very well. The Church was decorated beautifully for all the Services thanks to Joyce and her team.
 - Jeff and Chris suggested the bricks that are used for building the baptismal "pond" should be stored close to the Church when the "pond" is taken down this year as they are heavy and difficult to move.
 - Bill suggested that the "Blessing of the Palms" at the start of the Palm Sunday Masses should be done in a more visible place than the back of the Church.
 - For the Vigil Mass more candles are needed next year. Joyce has a candle holder that she would like purchased for use next year.
 - Chris indicated that we should not attempt to reuse the brick that have been used for the "fire pit" for our Church sign as they are chipped and many are cracked. Chris will discuss this with Walter Rabbit.
 - Attendance at Lent/Triduum/Easter Services:
 - Ash Wednesday:
 - 8:45AM Mass – 100
 - 5:30PM Liturgy of the Word and Distribution of Ashes - ?
 - 7:30PM Mass – 385
 - Palm Sunday:
 - 5:30PM Mass – 417
 - 8:00AM Mass – 274
 - 10:00AM Mass – 779
 - Noon Mass– 471
 - Holy Thursday:
 - 7:30PM Mass of the Lord's Supper – 245
 - Good Friday:
 - 3:00PM Celebration of the Lord's Passion – 186
 - 7:30PM Living Stations of the Cross – 180
 - Easter Vigil:
 - 3:00PM Blessing of Food - ?
 - 8:00PM Vigil Mass – 268
 - Easter:
 - 8:00AM Mass – 549
 - 10:00AM Mass – 981
 - Noon Mass – 759
 - Chris noted that this year we had significant direction and stability in planning the Lent/Triduum/Easter Services thanks to Fr. Mike.
 - Ambry – After considerable discussion related to the location of an ambry and construction of an ambry, it was decided to defer further discussion on this subject to the July meeting.

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- Information for Ushers in case of Medical Emergency – Bill had a conversation with Tom Alban who works in the diocese office of risk management. Tom indicated that there are no very specific guidelines to use in case of a medical emergency in Church. Tom suggested that the guide should be “what would a reasonably prudent person do given the situation”. He suggested that, if a person is unconscious, “911” should immediately be called. This will require our ushers knowing where phones are located and having access to the Church address. If someone should be dizzy or have been momentarily unconscious, then judgment should be used to determine if a “911” call is necessary. Quite often there is someone with the person who has had the medical emergency who can explain the situation and help with the decision of whether or not to call “911”. Tom offered to give us the names of vendors who could give a First Aid course, for a fee, to those who might need it. Jeff pointed out that, quite often, the initial action to be taken is to get the person with the medical emergency to an open space where the issue can be dealt with. Jeff also suggested that communication from the celebrant is needed in times of a medical emergency during Mass. Chris will pursue documenting guidance for the ushers on this subject.
- New Business:
 - AED’s – In Bill’s discussion with Tom Alban it was suggested that, given a Parish our size, and with two buildings, we should consider the purchase of two AEDs. Tom pointed out that there is no liability to the Parish if the devices are registered. The diocese has information available on AEDs. One person from the Parish or staff could be certified by the state to check the AED devices on a regular basis. The “ballpark” price for an AED is between \$1,000 to \$1,500 and Tom indicated that, in some parishes in the diocese, a local cardiologist or doctor would donate an AED in exchange for mention in the parish bulletin. Tom also suggested that the K of C have purchased AEDs in a number of parishes in the diocese. Bill will pass on the information related to AEDs to the Parish Council.
 - Summer Schedule with limited Liturgical Ministers:
 - CLOW will be suspended from the weekend of June 20th/21st thru the weekend of August 22nd/23rd.
 - During the summer the Eucharist will be distributed under two species at one Mass, on a rotating basis, each weekend during the period of June 20th/21st through August 22nd/23rd. At all other weekend Masses during this time, the Eucharist will be distributed under one species. Bill will contact Lori to get this information into the bulletin.
 - Use of “Sanctus Bells” - The Parish Council requested that the Liturgy Team review the use of “Sanctus bells” in the celebration of Mass in our Parish. According to the General Instruction of the Roman Missal Chapter IV Paragraph 150: “A little before the consecration, when appropriate, a server rings a bell as a signal to the faithful. According to local custom, the server also rings the bell as the priest shows the host and then the chalice.” Larry pointed out that the direction from the Sacristans Manual is that “Sanctus bells” are typically not to be used so that they may be given to other ministries such as the music ministry. The historical reason for ringing bells is, first, to create a joyful noise to the Lord; second, the Church bells ringing signaled that something supernatural was taking place. Fr. Mike indicated that “very few” parishes in the Archdiocese of Baltimore use bells at the consecration. Archbishop O’Brien celebrates Mass without bells. The team agreed that the use of “Sanctus bells” is not necessary for the validity of the sacrament nor will it solve worship problems, but properly used “Sanctus bells” could be a devotional aid.

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In an attempt to address behavior during Mass it was suggested that we update and republish the "How We Worship" tri-fold that was produced several years ago to cover etiquette during Mass. It was also suggested that proper Church etiquette be a subject to be addressed from the pulpit. After considerable discussion, for about an hour, where the Liturgy Team attempted to understand if the use of "Sanctus bells" is a significant liturgical issue in our Parish, it was decided that we would not implement the use of "Sanctus Bells".

- Ministry Reports:
 - Jeff pointed out that the bowl of the celebrant's chalice is small and we should consider getting a chalice with a larger bowl.
 - Fr. Mike reported that we have purchased a new wine flask. Joyce pointed out that there may be issues associated with draining water from the new wine flask when it is cleaned after each Mass.
 - Fr. Mike noted that many parishes are now offering parishioners the opportunity to donate money for Church flowers for a particular weekend to defray some of the weekly cost of flowers. It was suggested that we be able to give guidance to parishioners on what an appropriate donation would be for Church flowers on a weekend.
 - Chris questioned if jackets are required for ushers during the summer months. It was concluded that we have dress codes documented for all ministries and those dress code recommendations should remain in place during the summer months. It was noted that exceptional circumstances may justify deviation from the documented dress code.

- Mary Ellen led the team in a closing prayer. Joyce Seng is to prepare the closing prayer for the July Liturgy Team meeting, which is scheduled for Monday, July 13th, at 7:30PM, in the Ijamsville, Thomas T. Polk Social Hall.

NEXT MEETING:

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