

LITURGY MEETING – JANUARY 12, 2013

-- Notes – Ed Fischer –

[NOTE: Second part of this meeting was held January 16, see notes attached at bottom.]

Attending were Fr. Tim Hoag, Mary Eide, Kate Ryan, Pat Sechser, Don Kistler, and Ed Fischer. The meeting began shortly after 9:00 a.m.

Agenda was presented at the meeting. **Items added** were:

- Divine Mercy Sunday (defer to next meeting); and,
- paperwork needed for Confirmation Mass, which the Diocese needs to approve.

Minutes of Last Meeting

Kate brought a one-page summary of minutes of the meeting of November 10, 2012. The group reviewed these. Regarding the item about pre-Mass devotional, Kate and Mary had both asked a few people what they preferred. Most said they wanted the Rosary.

Minutes were approved as submitted.

Sub-Committee Reports

Arts and Environment – Chair is Mary Ann Slavik. She could not be present due to weather and road conditions. Items noted:

- It was nice that the kids helped. We should continue that. Suggest that A+E come to Mentor Group next time to request help.
- Fr. Tim reminded the group that the Christmas season goes only through the Feast of the Baptism of the Lord.

Music – Ed Fischer stated that the music group had no official group chairperson. No items were noted.

Lectors – It was noted that there continues to be some feedback from the sound system. It may be coming from the priest's lavalier or headset mic, but it may help if reader shuts off the lectern microphone after the petitions are read.

Hospitality – Pat Sechser represented the group. Fr. Tim asked that procedures be developed for ushers and greeters to respond to incidents where a fire extinguisher or the automatic electronic defibrillator (AED) are needed.

It was proposed that, for Masses with expected large attendance (Christmas Eve, others) the coat rack be brought up from the Parish Hall to the west entrance. Also, to accommodate these Masses and the Senior Meals Program, we need a wall-mounted coat rack in the west lobby.

Homebound – Don Kistler chairs this program. Ron Pfeiffer backs up Don. Craig Bobzien and others participate. Dave Wagner handles the nursing home duties.

Acolytes – Rich Zacher chairs this program (not present). Fr. Tim wants acolytes for Wednesday evening Mass (not possible Tuesdays due to school schedule). **Kate Ryan will** arrange this with Rich. Kassy schedules the acolytes.

Sacristans – Ione Fejfar chairs this group (not present). Fr. Tim wants training for sacristans. **Kate Ryan will** set a time for that.

Bishop's Letter

Fr. Tim presented the Bishop's letter to priests of December 12, 2012, and reviewed several points.

-- Pg. 3, Communion hymn – Musicians should start the communion hymn when the priest receives the host, and end the hymn before the last congregant has received. Musicians receive after the communion hymn. Note time of silence for personal reflection as the priest cleans the vessels. There was some confusion about when a post-communion hymn should be presented. This needs to be better defined.

-- Pg. 5, Liturgical norms – Several changes are needed in the use and form of altar cloths. Fr. Tim wants us to get larger corporals, and make some changes to several other cloths used during Mass.

Next Meetings

-- Wednesday evening, January 16, 7:00-8:00 p.m. – we need to discuss Lent (agenda item was deferred from this meeting due to time constraints)

The meeting ended at 10:00 a.m.

Liturgy Committee Meeting, Part 2—Jan. 16, 2013

Present: Rich Zacher, Pat Sechser, Duke Schneller, Laurie Arthur, Fr. Tim, Mary Eide, Ione Fejfar, Jeannie Fischer, Mary Ann Slavik, Kate Ryan

Opening Prayer—Year of Faith Prayer

1. Minutes of Part 1 of the meeting were sent as 'draft' for feedback before making final. See attached for final

2. Lent and Holy Week

a—dates

i. Retreat Sat. March 23 in Hot Springs. Time TBA

ii-Ash Wednesday Mass at 7 a.m., Communion service/distribution of ashes 5:30, with Deacon Pat

Coy as presider (Fr. Tim will call)

iii-Penance Service date/time TBA

iv-Stations of the Cross-Fridays during Lent at 5:30 followed by soup and bread

b-Stations of the Cross format—Opening hymn, version of Stations (group in charge may choose) with the leader and altar servers in albs. Jeannie will contact KCs, WSJ, Lay Ministers, Mentor group, Generations of Faith about taking a turn to lead and provide soup and bread. The group in charge will be asked to contact musicians if they desire their help. Fr. Tim will take a turn as his schedule permits.

c. Penance Service format—will be the same as the Advent service: Opening song, 1st reading, Psalm, Gospel Acclamation, Gospel, Homily, examination of conscience and individual confessions. Jeannie will schedule music (live and/or recorded).

3. Group decided that the third Wednesday of each month from 6-8 p.m. was a better time to meet.

Other items discussed:

- Divine Mercy Sunday—since it's also 1st Communion, it was decided that anything special for Divine Mercy Sunday (beyond the Chaplet before mass) should be done either Saturday night or Sunday afternoon. Jeannie will contact Ann Dvorak (who expressed interest in planning something) and will report back.
- Pat Sechser will get hand sanitizer for the Ems. Ione will experiment with the best location for the bottles (in plastic pockets like are used for the bulletins)
- Musicians will turn off the ambo mike after the Prayers of the Faithful and will turn down Fr. Tim's mike if there is feedback. Mary will call Karen Pinkerton to ask for help in getting a sound proof door put on the sound system closet.
- A and E and musicians are asked to inventory their materials and send a copy to Joan in the office. This is to prevent duplicating things we already have. All ordering for these committees should go through Joan in the office.
- It was decided to bring back bells at the consecration. Rich will make sure servers are properly trained for this and are ready to start by the end of the month.
- Size and location of the corporals on the altar will change. Ione has that information from Fr. Tim. He will provide a 'map' for Rich to use to train altar servers.
- Liturgy plan for Confirmation (May 12) needs to be to the Chancery by May 1. Form is in parish handbook. Jeannie will make sure it gets done and sent in.

Next meeting Wednesday, Feb. 20, 6 p.m. (two hours at Fr. Tim's request).