



## **MEETING DETAILS**

**Description:** **Worship Committee Meeting Minutes**

**Date:** November 2, 2017

**Time:** 7pm

**Location:** SJN Social Hall

**Chair:** Larry Mustonen

### **Attendees**

- **Present:** Anne Schwartz, Colleen Davy, Kristi Steinmann (PPC), Marie Whelehan, Mary Margaret Hoden, Linda Heimerl and Dorothy Guanella. Parish Pastoral Council members: John Peterson and Fran Laufle
  - **Absent:** Arlene Leibel, Kathy Browning, Laraine MacKenzie and Mary Hoffman
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## **OPENING ACTIVITIES**

- Opening Prayer
- Parish Pastoral Council Relationship and Role to the Committees
- Overall Committee Mission/Purpose (This statement remains consistent throughout the year.)

**Agenda Item 1** Long Range Plan Focus Area: Role and Responsibility of the Worship Committee to the Parish Council

**Short Term / Current Year Goal/Objective(s):** Determine and create Goals for the Worship Committee for this year.

### **Discussion:**

- **Fran** reviewed the Committee/Ministry Handbook Structure and Governance Overview and the where/how/what of the Worship Committee responsibilities.
- **Fran** handed out the Worship Committee Goal that the PPC prepared on October 15 2017.
- Much discussion was held regarding the goal, questions were asked if the goal could be modified. These discussions took the entire hour.

### **Action/Decisions Made:**

- Revised Worship Committee Goal for the PPC to Consider:  
Our goal is to assist and support the pastor and the faithful community in the celebration of the Eucharist and the enrichment of the spiritual life of the community. To this end, we support and guide several ministry leaders, including those who coordinate parish devotions **as well as those who** recruit, educate and train lay ministers

## **FURTHER MINISTRY DISCUSSION & UPDATES**

**The committee reviewed the action items**

- Eucharist Ministers



Additional training sessions for EMs have been held for daily and weekly Mass. These training sessions are ongoing.

- Marking of Station 4 is completed

#### **Liturgy Minister**

- Ministry flyer placement in the Chapel narthex and gathering space is completed.

#### **Handicap accessibility...**

- Larry to update the bulletin piece and map for accessibility. Linda posted the map and will insert into the bulletin. – completed

#### **Facility Usage**

- Need a bulletin piece to communicate how activities and facility are to be used – open item

#### **Worship Recruitment**

- Worship ministry fair scheduled for January. 14, 2018 after the 8, 10 and 12noon Masses in the Social Hall.

#### **Icon Trifold**

- Colleen Davy presented a mockup of the redesigned colored trifold of the Chapel icons and will have her son look into other facility icons for another trifold with their information.

#### **Vigil Lights**

- Question came up regarding the income of the vigil lights and Linda reported that the money goes back into purchasing the vigil lights. Larry again requested a status report on Worship budget year-to-date for the next meeting.

#### **Altar Servers**

- 12 new altar servers signed up, Dan Seaona, Linda Heimerl and Dorothy Guanella are conducting training sessions. Next Training is scheduled for Sunday, November 19<sup>th</sup> at 1:30 pm in the Worship space. Three training sessions prior to Mass or after Mass have been completed.

#### **Sacristans**

- Kathy and Tom White are being trained as Sacristans in the Worship Space. They are shadowing and will be added to the schedule beginning in January at the Saturday, 5 pm Mass.

#### **Parish Pastoral Council Report.**

No update from the Council was provided.

**Next Meeting: Thursday, January 4 at 6:45 p.m.**

**Action Item List**

<b>Item Number</b>	<b>Responsible</b>	<b>Closed</b>	<b>Action item</b>
40-09-001	Dorothy Guanella	11/02/17	Additional training sessions for Ems have been schedules particularly to encourage both cups to be used.
40-09-002	Dorothy Guanella	11/02/17	Need to mark Station 4
40-09-003	Linda Heimerl	11/02/17	Ministry flyer from Parish Picnic placed in narthex and gathering space
40-09-004	Larry Mustonen Linda Heimerl	11/02/17	Larry to update bulletin piece with edits from the WC on accessibility. Linda will post map and have article inserted in bulletin.
40-09-005	Fr. Doug Ebert		Need a bulletin piece to communicate how activities and facilities are to be used
40-09-006	Committee		Develop a ministry recruitment plan
40-09-007	Committee		Website cleanup
40-09-008	Linda Heimerl		Provide a copy of the Worship budget status report at the next meeting.
40-09-009	Colleen Davy		Colleen to talk to her son about redesigning the Chapel icon flyer.
40-09-010	Linda Heimerl	11/02/17	Gift Bearer invite in bulletin. Emphasis to sign up for birthdays, anniversaries, and other special occasions.
40-11-001	Committee		Contact with Ministry Lead for needs and requests.
41-01-001			