

## St. John Neumann Catholic Church

A First Fruits Community

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### Liturgy Commission Meeting Minutes

January 23, 2014 – 7:00 p.m.

**Attendees:** Anne Schwartz (Chair), Andy Lang, Kay Provo, Larry Mustonen, Marie Whelehan, Virginia Stillwell (Staff), Dave Gerken (Parish Council Liaison)

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#### OPENING ACTIVITIES

Meeting began with prayer lead by Kay.

#### Housekeeping:

- Virginia agreed to take minutes. Minutes from November meeting were previously approved.
- Mary Margaret is signed up for minutes for next meeting.
- Anne cannot meet on March 19. **Meeting changed to MARCH 12 in Good Shepherd Room.**

#### PASTORAL COUNCIL UPDATE

**Long Range Plan Focus Areas:** Welcoming/Inclusion 1

**Liturgy Commission Objectives:** #1.1

With the change of our finance commission to a “Finance Council” the parish council also has a formal name change to the Parish “Pastoral Council.” Council member selection process will be completed in May. Council is reviewing the possibility of a standard commission meeting night.

**Action:** Give candidate nominations to Dave Gerken or Barb Orzechowski.

#### LITURGY OFFICE REPORT

**Long Range Plan Focus Areas:** Welcoming/Inclusion 1; Formation/Education 4

**Liturgy Commission Objectives:** #1.1, 2, 3; #3.1, 3, 4.

**Discussion:** Virginia presented Liturgy Office Report. Comments on several events & ministries:

#### LITURGY UPDATES:

- Advent ritual well received. Long confessions on Monday, Dec. 23.
- Overflow masses in social hall: Commission advises keeping closed circuit tv in social hall for Christmas and Easter. Consider orienting the video toward the altar.
- Baptisms at Masses in January: Very nice. Thank you to liturgy team and Fr. Dave!
- Liturgy ministry would prefer to keep the Emmaus Chapel alms box where it is. The placement was a collaborative decision of Liturgy and Justice and Charity Commissions. It is similar to other parish alms boxes and would be difficult to change now that the bookrack has been modified to include it. If needed parish could increase efforts at promoting almsgiving. The box received \$110 in donations in the first 3 months.

**Action:** Virginia will pass on thanks and consult on confession times and social hall video setup.

#### MINISTRY UPDATES:

- Christmas Environment: Approximately eight people did too much work (150+ hours). More volunteers needed to commit to specific times.
- Taizé Prayer 6:30pm Tues Feb 11. All ministries are covered. Clean up assistance appreciated.
- Altar servers: Feb. 8 Cross bearer training and awards for seven high school senior servers.
- Eucharistic Minister trainings are ongoing.
- Welcome new ministers in: weekday and weekend sacristans, altar linens, celebratory robes.

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- Art committee is working on the Book of Emmaus Chapel Founders, displaying a donated rug, and name plaques for art throughout the buildings. Next meeting is February 25.
- Usher coordinator had a sign up table after the 12 noon Mass and many ethnic parishioners signed up as ushers.

**Action:** Larry and Virginia will develop Environment sign up process. Andy will assist with Taizé Prayer music and clean up.

### PASCHAL SEASON

**Long Range Plan Focus Area:** Welcoming/Inclusion 5; Formation/Education 4

**Liturgy Commission Objectives:** #2.3; #3.1, 2

#### Discussion:

- Discussed placement of Lenten alms box in gathering space.
- Discussed proposals for Lenten ritual and intercessions to take to Liturgy Team.
- Environment proposed a temporary cross above the tabernacle during Lent and Easter.
- Input on Lenten mailer and Palm Sunday bulletin education items.
- Discussed Triduum Prayer Vigil. Suggest formation piece in Palm Sunday bulletin to explain why we pray in the worship space on Good Friday night until Holy Saturday morning.
- Holy Thursday: Consider processing to Emmaus Chapel out the side door rather than the main doors. It is a shorter, easier path and will separate those who wish to process with the Blessed Sacrament from those who do not. Use ushers in chapel and narthex so more people can enter.

**Action Items:** Virginia will take suggestions to Liturgy Team. Larry will follow up with environment ministry.

### MINISTRY SHOWCASE

**Long Range Plan Focus Areas:** Welcoming/Inclusion 1 and 5; Formation/Education 4.

**Liturgy Commission Objectives:** #1.1, 2; #2.1, 4; #3.4

- Shared Ministry Commission is asking that we help showcase “Why we do what we do” in the social hall on Ministry Appreciation and Celebration Weekend March 1/2.
- Opportunity for publicity for liturgical ministries, to tell the story of their ministries.
- Will there be ministry descriptions available?

**Action Items:** Virginia will invite ministry coordinators to showcase their ministries. Kay will staff the liturgy table after 5pm Mass. Marie will staff it after 6pm Mass. **Volunteers for other Mass times needed. Contact Virginia or Becky to sign up.**

### NEXT MEETING DATE CHANGE:

**Wednesday March 12, 2014 – 7:00 p.m. in Good Shepherd 1 and 2 (downstairs)**

**Snacks:** Laraine

**Prayer:** Marie

**Minutes:** Mary Margaret

*Respectfully submitted by Virginia Stillwell*