

Liturgy Committee Meeting

Tuesday, November 4, 2008, 7:00 p.m.

Attendance:

Dan Morris, Cecilia Chang, Mary Ellen Hennig, Mabel Hoffman, Ed Johnson, Tom Kemnitz, Janice LaMotte, Cynthia Rohrs-Carter, Dick Sherman, Totsie Taylor

Absent: Mary Lou Caldwell

Prayer:

Led by Dan Morris (from the book of blessings for the dedication of a church, in anticipation of the coming Sunday's feast of the basilica of St. John Lateran)

Minutes:

The minutes from the October meeting were approved, with the following comments, corrections, and additions:

1. November 2, All Souls' Day:

The pictures of deceased loved ones are on display in the sanctuary, on choir risers (3-tiered). We may need more space.

On All Souls' Day, with the reading of those who died this past year, one of the chimes in the choir loft fell off! The organist quickly adjusted to play a different note/chime. The organ will be tuned and repaired soon. The book of the deceased is on display also.

The Mexican feast, "Dia de los Muertos", was presented with a lovely display and talk in the community center after all the Masses on the weekend (thanks to Mariqueta Churchill and her group). There was hospitality, with special "Pan de Muertos" and hot chocolate, as well as the usual doughnuts, sweets, coffee, and juice supplied by the hospitality committee.

The 9:30 Mass was a Children's Liturgy, with about 12 children in the choir.

2. November 9: Feast of Basilica of St. John Lateran:

There will also be a short talk at the end of each Mass about the SJC School **development drive**.

There will be a **Mass of Welcome** for new parishioners at the 11:00 Mass, with hospitality in the community center after that Mass only.

3. November 27: Thanksgiving:

Mass will be at **9:00 a.m.** The "9:30 folk group" will take care of the music.

An article needs to go into the bulletin inviting people to bring their own bread and wine to be **blessed at the end of Mass**. The article should also mention that they are encouraged to bring **non-perishable food for the needy**.

A **big box** will be put up to collect the food.

There will also be a **collection taken up for the poor**, for our Outreach fund.

Ed Johnson will be sure this information about Thanksgiving is on the website calendar.

4. **Little Advent/Christmas Books:**

Totsie reported that we will need to charge \$1.25 for each book to cover costs. She plans to put a sticker on the front of each book with our church name, and possibly a scripture passage. Books will be on sale at the daily Masses during the week of November 17th. They will be sold at the weekend Masses on November 22/23.

5. **Hospitality:** Janice reported that we are still not getting enough donations to cover the cost of food and drink for the hospitality after Masses.

6. **Liturgy Committee: The following is an update from the October Minutes:**

1. Dan Morris: chairman of Liturgy Committee, music director, children' choir director, SJC school parent
2. Janice LaMotte: pastoral associate, RCIA, faith formation for parish and diocese, hospitality, welcoming, prayer group, small Christian communities, advisor to communications committee, parish council, advisory committee, Italian social club, liturgy committee, deanery, Cluster, diocesan Inter-Faith, diocesan connections
3. Totsie Taylor: environment, altar care, Italian social club, Guadalupe, ushers, YLI, custodians, liturgy committee
4. Cynthia Rohrs-Carter: RCIA, lector, communion ministry, Kaiser Hospital ministry, environment, liturgy committee
5. Mabel Hoffman: communications committee, social committee, Fil-Am (Filipino American), diocesan council of Filipino Catholics, small Christian group, Guadalupe, liturgy committee
6. Mary Ellen Hennig: Outreach/Shelter, music ministry, devotional group, small Christian group, Guadalupe, liturgy committee
7. Ed Johnson: communications committee, technology committee, parish website, usher, communion ministry, Knights of Columbus, liturgy committee
8. Mary Lou Caldwell (absent, so need to fill in completely): lector, pastoral ministry, communion ministry, YLI, Bingo, ADA, liturgy committee,
9. Cecilia Chang: Chinese Bible study, music ministry, devotional group, Guadalupe, Chinese New Year committee, liturgy committee
10. Tom Kemnitz: music ministry, Outreach, Fil-Am, Catholic Charities, Guadalupe, Italian Social Club, liturgy committee
11. Dick Sherman: lector, communion ministry, parish council, Holy Name Society, Knights of Columbus, liturgy committee

Dan hopes to add to the Liturgy Committee - particularly young people and other ethnic groups.

November 16th - Rite of Acceptance and Welcome for RCIA:

This will be at the **9:30 Mass**. **Father Chady** will preside.

RCIA people (candidates and sponsors) will **gather outside** (in the vestibule).

Traditionally, they would knock at the door to ask admittance, but this is no longer done.

Note: this year there are **6 Hispanic families with children** who are in the RCIA.

It would be nice to have a **Spanish song** somewhere - maybe as they enter.

Idea: "Come to the Feast - Ven al Banquete" (Bob Hurd) (BB #307) or another.

They will **process in** and **line up at the altar**. Suggestion: put **tape on the floor** in the sanctuary to indicate where they should stand - to eliminate confusion.

The choir will move out of the way, closer to the organ, as needed.

The presider will ask each one their name (they will **introduce themselves**), and what they **ask of God's church**. Each candidate will answer this question, and it is suggested that an **altar server hold the microphone** in front of each one so that all the congregation can hear.

Candidates and their sponsors then **move into the 3 big aisles** - piano can do some "traveling music". Possibly the choir can sing "Create in Me a Clean Heart".

(BB # 778 or 779). The sponsors **sign each of the senses** of the candidates.

The congregation will be invited to **sign the candidates** by making a small cross on their foreheads. The choir, from the front, and the RCIA team from the back can walk out to the candidates to do this, as well as anybody from the pews.

The candidates are **dismissed** after the prayers of the faithful (before offertory).

Suggestion: choir sing "Go in Peace" as they leave.

December 7th:

Children's Liturgy on Sunday, December 7th at 9:30 a.m. Mass.

Immaculate Conception: December 7 (eve), December 8

Our Lady of Guadalupe: December 12 (Friday), rosary at 6:30 p.m., Mass at 7:00 p.m.

Simbang Gabi: December 17, 18, 19, 20

Advent Preparations: Advent begins on November 30th.

Need to recruit helpers to decorate church on Tuesday, November 25th.

The school will be using the church till noon, so work will begin at noon.

*****REQUEST** to all members of the liturgy committee: please ask the members of the various groups you belong to, to come and **help on Tues., Nov. 25, 12:00**.

There will be a need for a couple of people who can climb a ladder, and about 8 or 10 others.

There will be the large star **banner** on the left wall in the sanctuary.

Note: the rod that holds the banner is flimsy/ not strong enough.

The **advent wreath** will be on the right wall, with the 4 candles beneath it.

Suggestion: put a **swag of cloth** above and down the sides of the wall

with the advent wreath, to fill out the large expanse of white wall. There will be a **purple drape** behind the corpus of the big crucifix. There will be **purple banners** around the periphery of the church, on poles. There is a new brass advent wreath candle holder for the **chapel**. **Songbooks in the pews** will be changed on Friday, November 28 at 10 a.m. Mary Ellen is organizing this.

Christmas Preparations: Christmas eve (24th) is on Wednesday; Christmas (25th) is on Thursday.

Notable dates before Christmas:

December 19 (Friday) take out artificial Christmas trees.

This is the last day of school for the SJC school.

December 20 (Saturday) has a wedding.

December 21 (Sunday) evening - Dan's choir concert here.

December 22 (Monday) put up creche scene, get out lights, do ironing.

Suggest that Dolores & Cynthia do the creche, since they did it before.

December 23 (Tuesday) 10:00 a.m. to 3 p.m.

- need big crew to decorate church.

*****REQUEST**: ask people in the various groups you belong to, to come & **help on Tuesday, December 23rd, 10 a.m. to 3 p.m.**

In addition, ask the youth and young adults.

Totsie is also sending out letters asking for help on this day.

- **Totsie** is the chairperson, **Dan** is her foreman.

- **Jobs** will be categorized, and crews will be organized for each task, materials will be laid out, and written instructions with diagrams will be handed out to each crew.

Everybody will be kept busy, no one waiting around for a job.

There will be a need for a few ladder people.

There will be refreshments for all the helpers!!!

- **Trumpet banners or decorated black lanterns** around periphery of church.

- **Gold swag** around advent wreath on sanctuary wall.

- possibly a **poinsettia tree** (?)

- **Ambry/oils cabinet** - suggest that Dolores and Cynthia work on decorating it, since they have done it in the past.

- **Take off top of giving tree** and put behind the baptismal font.

- Rig up **remotes** to work the lights - put next to baptismal font.

- **Hall**: there will be just one Mass, on Christmas eve at 5 p.m.

suggestion: simplify the hall, altar on platform in front of stage, red cloth stretched along low wooden wall behind altar,

use staples to attach cloth to wall,

close stage curtains, put up artificial tree, use banner on folding doors.

P.A. system in hall needs some work - not optimal.

Need to take everything down on Friday, 26th.

Find out if Bingo is on Saturday, the 27th.

Miscellaneous:

Father Chady is in charge of the **altar servers**, Sofyan Nugroho trains the altar servers, and Jean Mullins schedules them.

If a server doesn't show up, he/she gets a phone call.

There should be 2 or 3 servers at each Mass.

Next Meeting:

Tuesday, December 2nd. Please let Dan know of items you would like on the agenda.