

# **St. Mary of the Hills Worship Commission**

## **December 13, 2014**

**Present:** Anna Marchese, Dan Greig, Holly Foldessy, Karen Dudek, Beth Belesky, Katie Galli, Mary Pat Soisson, John Hundiak

Recording Secretary: Karen Dudek

Opening Prayer: AnnaM

### **OLD BUSINESS**

#### **Healing Mass, 12/6/14**

First Saturday morning Healing Mass went smoothly overall. 29 people were anointed. Minor issues addressed: reading was not sent to reader beforehand, there was only one presider (Mass was still just over an hour), and there were no servers present. Decided to call upon adult acolytes if servers are unavailable for special Saturday morning Masses, as this is a problematic time for their age group.

AnnaM wrote down set-up steps for Healing Mass to put in new “Special Masses” section of Worship binder. Committee also agreed to display the poster in the Narthex a week before each Healing Mass for people to see and to spread the word; most heard through the bulletin. Next Sacrament of Anointing will take place 2/21/14, and we will need a reader, servers, and a few priests. It will just be an anointing service with no Mass. This will need to be made clear for those who come for Mass.

#### **Immaculate Conception, 12/8/14**

Over 200 in attendance. The one server who volunteered got sick, but a back-up was available. Discussed this as another good time to use adult acolytes.

#### **Nicene Creed**

Parishioners are happy that we are saying it. Will add a mention of the profound bow on the slides.

#### **Overall Documentation Update**

Rosters are still needed from ushers, altar servers, AV techs, POF writers, EMEs, and members of the funeral ministry.

Procedural documents for EMEs have been located and added, documents for ushers, servers, and AV techs are still under review. The reader schedule for the next quarter has been added, and the server/tech schedule will be on the parish website, and added to the binder, when updated for the new year.

## **NEW BUSINESS**

### **Christmas**

Christmas – Christmas Eve sign-ups for ushers has begun. Servers and AV tech are set. Music is set with accompanist, cantor, and trumpet in the gym. John Hundiak coordinating the gym Mass. Sound system working well. Dan mentioned making space for the screen regarding placement of flowers and decorations. Preferred chair arrangement is rows curved toward the center. We need to count the chairs so we don't have to guess at calculating hosts.

Servers and an AV tech still needed for 10 AM Christmas Mass and for 10 AM Mass for Mary Mother of God.

### **Spiritual Inventories**

Passed out to commission members for personal use to reflect on spiritual growth

### **Misc**

AOD asked for parishioners to take part in televised Mass for shut-ins on February 7, 2015. 10-12 people were requested and will need to arrive at studio in Southfield by 11:10. It was suggested to invite recently confirmed RCIA candidates; will follow up with Fr. Stan and PeggyC.

## **MINISTRY REPORTS**

### **Extraordinary Ministers of Holy Communion: Katie Galli**

Many EMEs wrote down their names and contact info on clipboards; clipboard needs to be located and names entered into database. Training for new EMEs will be between the 9 and 11:00 Masses on 12/14. Fr. Stan mentioned that there have not been enough people on the altar with cups. There is a need for teaching and a system for the cup-bearers so there is consistency. Katie will talk to Mary B. about it.

BethB suggested that the poster with directions for bringing Communion to the homebound be more visible so that people will come forward more willingly. It was also suggested to add a note to the EME sign-up board to bring Communion to music ministry at 5 PM Mass.

Diane Ray will fill in for KatieG when she moves to Florida in the winter.

Action Items: Train new EMEs on 12/14, locate EME clipboard and add volunteer information to database, add note to sign-up board

### **Art and Environment: Holly Foldessy**

Christmas decorating volunteers are lined up – flowers, trees, wreaths are ordered. There is a special donation for a wreath around our crucifix at the entrance of the church. Decorating will be done Tuesday, December 23 at 4:00.

Action items: Send in Christmas order for binder

**Music Ministry: Dan Greig**

There will be a concert January 10 at 7:30 with Holy Name's choir performing the Rutter Gloria. No set cantor schedule yet. AnnaM will talk to PamS about documentation in the music ministry library. The suggestion box held two complaints about applause after Mass. Discussion is ongoing.

Action Items: Send out new cantor schedule

**Readers: Tim December absent, sent report**

List of readers sent to AOD for commissioning, new reader active and trained as sub, Christmas and special Masses covered, new schedule in and in binder. Next reader training will take place sometime in Spring 2015.

**Altar Servers and Media Ministers: Mary Pat Soisson**

Training took place for four new servers (2 from the Ministry Fair) and there is one more to train. Mike will send in the documents for the binder over Christmas break. Mary Pat will take over after Mike graduates high school this year.

Action items: Find servers for morning Christmas and New Year Masses, send in updated documents

**Ushers: Steven Cody absent, sent report**

Sign-up board is up for Christmas Masses and some ushers have begun to sign up.

Action items: Send in usher roster and procedure document

**Prayers of the Faithful Writers: No representative, no report.**

**Sacristan: Mary Bomarito absent, no report**

**Evangelization: John Hundiak**

Christlife publicity begins after the 1<sup>st</sup>, though there will also be a video shown during Christmas Masses. They are recruiting leaders for the program.

**Budget: Dan Greig**

Nothing new to report.

**Next meeting is Saturday January 17<sup>th</sup> at SMOTH.**

**Submitted by Anna Marchese**