

SETON PARISH
LITURGY COMMISSION MEETING
MINUTES
March 2, 2016

Opening Prayer: We begin the meeting with Evening Prayer (7:15 p.m.)

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| P | Rev James Klima | P | Ushers (D Miller, M Forshey) |
| P | Deacon Hector Raymond | P | Tim & Lori Cunningham |
| P | Deacon Joe Checca | P | A&E (Wannitta Dennis) |
| E | Jim McQuaide (Music) | P | SPY – Jesus (Jesse) Garcia |
| P | MC-5 (M Barnett, F Piper , J Garcia) | E | SPY – Megan Mc Faul |
| P | Russ Ridgeway (MC-8) | P | SPY - Jacob Thompson |
| P | MC-9:30 (G Kingera, J Thesing) | P | Mike / Danielle Sillings |
| P | W Patterson (MC-11:15) (Chair) | P | Greg Waybright |
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Minutes:

February minutes approved by Matt Forshey and Jesse Garcia.

Sub-Commission Updates:

Music: All is being prepared for Holy Week and other Liturgies. Music Ministry is growing and the celebrations are greatly enhanced by beautiful liturgical music. Thank you Jim McQuaide.

Art & Environment: Wannitta Dennis that all flowers have been ordered and they will arrive Tuesday of Holy Week. She will ensure that all is decorated for Holy Week and Easter. Thank you Wannitta for beautiful worship environment.

Youth: We have a SPY Mass on Sunday, March 6 and ministers are being prepared for the Mass. Deacon Joe will be assisting at the 6:45 Mass on the 6th of March.

Ushers: There have been complaints about the talking outside of Mass during Mass and the ushers have been informed that they need to participate in Mass as much as possible while accomplishing their Ministry duties. (Matt Forshey)

Greeters: Need to discuss training for Greeters and Welcome Ministry. Lori Cunning discussed an issue that was brought up by a new greeter couple and we had a discussion about the proper ways to greet and control access without having the doors open too much. We are concerned about the heat and or AC loss. We must always be welcoming and assist those who need assistance. Lori has authored a document reminding the Greeters of their duties. This will be sent out to all ministers as it would be good for all to view. Deacon Hector has included a couple of links from "[Amazing Parish](#)," for all to view.

Lectors/EM/Servers: All new lectors have been trained by Debbie Clegg and blessed by Fr. Jim. Recertifying of all Extraordinary Ministers of Holy Communion (EMHC) in April / May timeframe. EMHC need to be recommissioned every three years. We will have a training/coordination meeting on Saturday March 19th at 1 pm for all who can make it concerning Holy Week. We will also go through the Vigil Liturgy after the RCIA retreat on Saturday March 26th.

Children's Liturgy of the Word: All going well. Discussed concerns about children travelling through the parking lot during renovation of the Church. Fr. Jim informed the Commission that we discussed this during the Seton Staff Meeting earlier today (March 2nd). The staff will come up with recommendations.

Renovation Steering Committee (RSC): RSC and Sub-committees met on March 1st. Fr. Jim briefed us and stated that he and some of the committee members along with Finance Council have been meeting quite a bit over the last few weeks to iron out the details with the contractor/architect/church. Discussions are ongoing. It looks like we will be able to have our First Communions and Confirmation liturgies in the current Worship space and move to the PAC shortly after Confirmation. Mr. Patterson stated that the Knights of Columbus have been discussing how they can assist with the move to the PAC. Fr. Jim stated that we will have appropriate liturgies as we vacate the current worship space. The Knights will have to coordinate with John Bernard on where the Knights will be storing their equipment, etc.... Fr. Jim stated that he has procured a Holy Water Font for use in the PAC. He wants to ensure that we move the current altar and ambo to the PAC...This is important. We will look at moving the stations and the feasibility of suspending them from the rim near the top of the wall. Maybe using wire to suspend. Wayne and John will need to get a good count of the number of chairs that are currently in the PAC and then see if we can get enough chairs using the orange ones from Herrmann Hall (the ones that have protection for the base of the legs) so that we can seat as many people as possible without having to use the bleachers. Deacon Hector asked what hours are we going to have for adoration. The parish staff will provide the hours after they discuss. The RSC Liturgy Commission Sub-committee met on March 1st. The members are: Russ Ridgeway, Len Fatica, Jim McQuaide, Deacon Hector. Russ, please let all the members know when the next meeting will be and provide minutes of the last meeting.

Old Business:

Deacon Joe: During Mass, mentioning of Retired Bishop James Griffith. Deacon Joe investigated. Deacon Joe stated that canon law says that only the local ordinary (Bishop Campbell) needs to be mentioned.

Sacristy Skeleton Key: Wayne Patterson/Frank Piper and Bill Richards are working on getting copies made.

Parking issues for Easter Masses. Fr. Jim advised that the contractor has been advised and there will be no repeat of what happened at Christmas.

New Business:

Palm Sunday and Holy Week Schedule and training. We will have a training/coordination meeting on Saturday March 19th at 1 pm for all who can make it concerning Holy Week. We will also go through the Vigil Liturgy after the RCIA retreat on Saturday March 26th.

When and who will direct the ushers and greeters that the Main Worship space is filled. Wayne Patterson will direct the ushers and greeters that the church is filled and that they (some of them) will need to go to the area near the portico and across from the rectory to let the people know before they go back to the rear parking area that they will need to go to the PAC and not the church. Please be careful when approaching vehicles. History indicates that the Church is filled around 9:30 or so.

Coordinators and Ministers for Holy Week. Deacon passed around a sign-up sheet for coordinators. Most positions are filled with a few exceptions and a message was sent out to all coordinators asking them to consider filling in the open positions. Please ensure that when there is more than one coordinator that all coordination duties are taken care of. Please view the staffing of ministers for your particular masses and encourage people to fill the positions.

Concerns of the members: Other than the above. There were no additional concerns. Meeting ended shortly after 9 pm.

Calendar Items: Deacon Hector:

Next Meeting: April 6, 2016. Prayers @ 7:15pm, Meeting at 7:30pm.