

Christ the King Worship Commission

Meeting Minutes
November 5, 2015

Opening:

The regular meeting of the Christ the King Worship Commission was called to order at 7:32 pm on November 5, 2015 in the Parish Life Center by Rev. Jeff Stoneberg with opening prayer.

Present:

Rev. Jeff Stoneberg

Deacon Frank Lillig

Pat Barone

Roberta Beckman-Lukaszek

Jean Ceithaml

Diane Denn

Mary Nicholas

Oscar Manicad

Amar Patel

Rich Spada

Vince Zaprzal

Approval of October 2015 Meeting Minutes

Meeting minutes from October 2015 were approved by Pat Barone, Seconded by Diane Denn and the rest of the committee.

Old Business

Extraordinary Minister of Holy Communion: (Fr. Jeff/Vince) - the workshop for Extraordinary Ministers of Holy Communion was held on October 20th in the Parish Life Center. Attendance was good and the workshop was a success. New procedures included:

- Wine cups will be made fuller
- Black tape will be on the floor where cup ministers stand
- New wine will be changing with the next shipment

Those Extraordinary Ministers that were unable to attend were to talk to Vince prior to their next scheduled serving date were gone over and the workshop on a whole was a success.

Fr. Jeff also informed us that there will be a Liturgical Minister workshop held at Ascension parish on April 23, 2016. All parishes are contributing \$100 to the workshop whether parishes have one or 50 participants. We are strongly encouraged to attend the workshop.

All Souls Day (Monday, November 2, 2015, 8:30am Mass) Fr. Jeff reported that the Mass for All Souls Day was a success, with a very nice turn out of parishioners and families. Fr. Jeff commented on Art and Environment and what a nice job they did. It was a very emotional Mass and Jean mentioned that the banner by the *Book of the Dead* has all the names of those parishioners that we lost this past year.

Advent Reconciliation - Fr. Jeff announced that Sunday, December 20th from 3:30 to 6:00 pm is scheduled for Advent reconciliation for our parishioners and the community. Fr. Jeff informed us that he will be helping out at other parishes with different services as well. Jean passed out agendas with dates she needs help with decorating for the Christmas Season. Also with greenery in Narthex with lights.

Lector Gathering - the Lector gathering is scheduled for Wednesday, November 18th at 7:00 pm in Church led by Amy Florian. The lector books will be given out at that time for the 2015-2016 liturgical year. A newsletter was sent and an announcement was put in the parish bulletin.

New Business

Worship Commission Hospitality Weekend - the Worship Commission is scheduled to host the November hospitality weekend on November 7/8, 2015. Vince Zaprzal has requested that we not bring food for this event but instead he is ordering food from outside sources. He did ask for volunteers to help at each of the Masses and took names of those committee members who would be able to help.

Ministry Fair Weekend November 14/15, 2015 - the ministry fair weekend is scheduled for November 14/15, 2015 and Vince requested participation from the committee members before and after all Masses. Roberta Lukaszek reminded Vince that there was also a Cursillo weekend being held that weekend and that both she and Pat Barone would not be able to attend the fair.

Life in the Spirit - Oscar passed out information on this event taking place on Saturday, November 14th in the Parish Life Center.

Thanksgiving Day Mass - a lot of discussion and preparation went into this event.

- Mary Nicholas was assigned the task of scheduling a Lector and Extraordinary Ministers to serve at this Mass.
- Jean Ceithaml was asked to coordinate the passing out and receiving of thanksgiving cards for parishioners to fill out prior to Mass explaining what they were thankful for.
- Scheduled Lector would be reading the cards after they were gone through to eliminate duplicates. This would be done in the working Sacristy at the back of the church.
- St. Vincent DePaul would be passing out the bread and collecting food.

Christmas Season Information & Planning - this is a very interesting time for the church, there is a lot of emotions that come out at this time of the year. Catholics come home, Fr. Jeff reminded us that we need to stay focused regarding this and to be sensitive to the needs of our parishioners and their families who may be coming back to the church.

- Masses for Christmas Eve will be held at 4:00 pm and 6:00 pm, we need to be prepared for crowds. Chairs will again be placed in the Narthex and also in the Parish Life Center for the overflow of attendees.
- There will be four Extraordinary Ministers in the Narthex with both the bread and wine.
- The Christ child will be placed on the credence table before Christmas Eve Mass so it is prepared to be processed in during Mass. Fr. Jeff will bless the infant immediately following the Homily.
- Masses for Christmas day will be at 8:00 and 10:00 a.m

Art and Environment Update - Jean Ceithaml passed out a calendar for the remainder of the 2015 liturgical year and the beginning of the 2016 liturgical year, noting that times listed on the schedule are dependent on church calendar events such as baptisms, weddings, etc.

She invited us to come light up the seasons of Advent and Christmas, by lighting up our church and gathering space. Everyone is welcome to help in any way possible. She needs greenery fluffers, tree light testers, ladder climbers, banner and garland hangers, fabric ironers, and just all around willing hands.

The dates are:

December 13 at 1pm

Assemble crib building and place on step behind Presider's chair and Advent wreath

Hang greenery garland and lights on narthex archway

Hang greenery garland and lights in 4 corners of church

Hang greenery garland over back church doorways

Hang greenery rope garland on East outdoor entrance and West concrete block wall of church

December 20 at 1pm

Remove: Advent banners & Advent wreath

Hang: gold banners in sanctuary
red velvet banner on sanctuary wall by tabernacle
red velvet banners on wall by organ and on ambo
gold fabric over narthex railing with ribbons

Assemble and light 9 foot tree in sanctuary near piano—gold star at top

Assemble and light 3 trees on steps near crib building—gold star at top of each

Add figures to Christmas crib—Baby Jesus to sacristy until blessing on Christmas Eve 4:00 Mas

Gold napkins to credence table and gift table in narthex

Gold altar tablecloth to altar

36 inch real wreath to back wall of church—add pinecones, lights? and red bow

4 candleholders to back wall with white candles and red glass pieces with clear chimneys

Real wreaths to all outside doors—red bows

Real wreaths and flags to planters by PLC and lower entrance

Add red bows to greenery rope garland at lower level entrance and concrete block wall

Tree to lower level entrance, lights to Norfolk pine?

Tuesday of Christmas Week Delivery and placement of poinsettias in church and narthex

Catholic Ministries Annual Appeal - Fr. Jeff announced that we received our 1st rebate check from this year's offerings. We receive 65% back from what parishioners donate. We hit our goal!!! The parish should be receiving another check in January. The schedule for the 2016 Catholic Ministries Appeal is scheduled as follows:

- January 30/31 - a comprehensive video regarding all major ministries. It will be approximately 10 minutes in length given in lieu of the Homily.
- February 5/6 - Audio presentation given by Bishop Conlon again given in lieu of the Homily.
- February 27/28 - follow up weekend, Fr. Jeff to come out to speak after the Homily, ushers will collect completed envelopes for the appeal.

Adjournment

A motion of adjourn was presented by Jean Ceithaml and Pat Barone. Meeting was adjourned at 8:23 p.m. by Rev. Jeff Stoneberg with closing prayer. The next general meeting will be at 7:30 p.m. on December 3, 2015, in the Parish Life Center.

Minutes submitted by: Roberta Beckman-Lukaszek

Approved by: