

St James Prayer and Worship Committee meeting minutes-May 12, 2022

Present: Fr. Loyola, Mary Steele, Linda Wagnitz, Jessie Brovold, John Van Zeeland, Sue Rockteacher, Maggie Albert, Guy Brown, Nancy Loomis

The meeting opened with a prayer.

Ministry Reports:

Fr. Loyola: Currently there are no candidates for director of liturgy or music director position. The job was offered to someone, but there has been no response from him.

Altar Servers: Jessie is stepping down as altar server coordinator. A suggestion was to have Child and Youth Formation coordinators promote altar server candidates in their religious ed classes. 4th grade is usually the age for servers.

MSP: Kay Willkomm will be updating MSP for 3rd quarter. The church will continue to be sanitized for the 3rd quarter. We will revisit this ministry for the 4th quarter. **Action Item:** John will order more sanitizer.

Parish Council: Jenni McFadyen, through email, stated that parish council decided that the announcement of visitors should remain at the end of Mass. Suggestion: Member of Vision Team should greet them and thank them for coming. Also, have a kiosk with parish information for visitors. **Action Item:** John will take this idea to Vision Team.

Security Concerns: A security committee should be established. John suggested John Wichgers to head this committee. An announcement will be made at each Mass the weekend of May 14/15 that the doors to the building will be locked 10 minutes after Mass starts, beginning the weekend of May 21/22. If police need to be called, call them directly at 262-363-6434 rather than go to 911. This should be done by the appointed security leader at that particular Mass. John and Sue will collaborate on this leader. **Action Item:** John will compose announcement and also contact Building and Grounds to discuss security concerns including forming a security committee.

Environment: Linda D. assures us that altar will look great for Father's retirement Mass.

Funeral Ministry: One of the musicians did not have music when he arrived for a funeral for which he was asked to play. **Action Item:** Linda W. will talk to Rene about sending Mary the list of music that has been chosen for the funerals so that Mary can send the music to musicians who do not have access to sheet music. Mary also needs the music to report to One License.

Sacristan and Eucharistic ministers: Geri has stepped down as sacristan. Joann Brandemuehl has been shadowing Linda W. at the 4:00 PM Mass. Hopefully she will be ready by June 11th when Linda will not be there.

Reminder that proper attire should be worn at the altar. No shorts, short skirts, flip flops, etc.
Reminder to place host in hands without touching.

Lectors: No report.

Ushers: Ushers will open doors to Narthex for latecomers when we start locking doors after Mass starts. These are the only doors that will be opened. Latecomers will have to come through these doors. . **Action Item:** Sue will talk to Bill and Pat Lowe at the 4:00 PM Mass regarding security.

Cantors and Choir/DLM: Pentecost usually ends the choir's season before starting up again in the fall. The choir has been asked to sing for Fr. Loyola's retirement Mass (June 19) and Fr. Jordan's welcome Mass (July 17). Former choir members have been asked to sing as well. Rehearsal will be held on the Tuesday before these Masses. We have two new choir members but have no Choral Praise hymnals to give them. They are no longer being published. Former choir members who do not attend either of the special Masses will be asked to return the hymnals. **Action Item:** Mary will contact former choir members to return hymnals. Nancy Loomis inquired on inviting people of St. Theresa to join the handbell choir. She should go ahead with the invitation. She also inquired how she can be reimbursed for her expenses. She should contact Deacon Anton.

Baccalaureate Mass: Maggie reported on plans for this Mass. Graduates will process in as their names are being called.

Technology: No report.

Submitted by Mary Steele