PRAYER & WORSHIP COMMITTEE MINUTES  
Holy Name of Jesus Parish  
Planning Meeting for September 2022 – November 15, 2022  
Tuesday, September 20 • 4:00 PM • Reinl Center

Present: Kay Armstrong, Julie Engman, Mary Kullmann, Mary Petrie, Bill Steffen, Frank Trcka, Deb Wilke-Klug

Prayer: Opening meeting prayer offered by Mary Petrie

Advent Sundays: November 27 – December 18

A. Common Theme – Cycle A Advent
   - We Love One Another, as We Prepare
   - We Love One Another, as We Wait
   - We Love One Another, as We Rejoice
   - We Love One Another, as We Believe

B. In the Liturgies and Take-Home Activities:
   a) Advent Wreath – Will look to new members to light the candles. Need to verify with priests if families will be in procession or simply called up to light the candle each week.
   b) Tree of Hope – Will need to be sure we are set with volunteers to distribute the items after brought to church each Sunday. More on this at the November meeting.
   a) Little Blue Book – We will stay with the same quantity as 2021 for these Advent Reflection Books. We will have them available for purchase on November 27.

Looking Ahead:

1. Weekday Mass Schedule
   - Tues – 8:00 AM
   - Fri – 8:15 AM @ HN – Will discuss with Principal Widmann if the Seton School wants to stick with this start time since school starts at 7:45 this year.

2. New Member Welcome Weekend – September 25 – All Masses
   - Blessing for all new members – M Petrie will work with priests to prepare the blessing
   - Name Tags – All current and new members will be asked to fill out a name tag which will be available at all entrances, so we all get to know each other. Mary Jo Bugembe is lead on this.
   - New Member Welcome Folders – Will be handed out in the Narthex after Mass to all new members for the past two years. Beth Burch put folders together.
   - Social – Cherie Wadle is managing the bakers and beverages to be on the tables. Petries will set up and take down tables.
3. **All Sundays In October – Rosary 1/2 Hour Before Masses** – organized by Elizabeth Ministry & The St. Anne’s Society. Cherie Wadle is making sure all spots are filled before both the 7:30 and 10:30 Sunday Masses for the five Sundays in October.

4. **Blessings & Intercessions**
   a. October 2 – Respect Life Sunday Intercession & Expectant Parent Blessing
   b. October 16 – Laity Sunday
   c. October 23 – World Mission Sunday
   d. November 13 – Veterans Day is Thursday, November 11, we will celebrate at both Masses on Sunday, November 13. At the Blessing, all branches of the service will be asked to come forward for the blessing and stay to carry out the American Flag in recession,

5. **October 30 – Commemoration of All the Faithful Departed (All Souls)**

   **Memorial Celebrations of 2021-2022 Deceased**
   
   - **HN**; Sun., October 30 – 10:30 AM; At this Mass, names of deceased are read and candles are lit. Reception following Mass. At the 7:30 AM Mass candles will already be lit with names of the deceased read after the Homily. Karen Christopherson will be filling in for Frank, so she will need to be told of the need to play soft music during the reading of the names at both Masses.
   - Books of the Dead – Will put Book of Deceased out at church the beginning of October for parishioners to enter the names of deceased family members during the year. Will be a part of the November 1 Masses. Will need an announcement about the book & its location, as well as an article in the bulletin.
   - NO Outreach Collection for Calvary Cemetery at EO October – had September Outreach

6. **November 1 (Tuesday) – ALL SAINTS/DAY OF THE DEAD (Holy Day of Obligation)**

   - **HN** – 8:15 AM Seton School Mass – Book of Dead in Procession, need to reference it in the introduction and/or the homily. Remind Seton they need to do the Adult Readings at this Mass.
   - **SC** – 12:10 PM Mass
   - **SC** – 5:15 PM Mass (Spanish)
   - **SC** – Adoration and Reconciliation will be cancelled this day – Holy Day overrides
   - **SD** – 5:30 PM Mass

   - **Art & Environment** – Day of the Dead Altar will be set up before All Saints and remain up several for days afterwards. Seton School is responsible for the Holy Name display. Needs to be down by November 4. Will need to carry up the Book of the Dead at the school Mass. Ushers will be doing a collection of the General population, will check to see if students should be included for the collection.

7. **November 11 – Veterans Day – Celebrate at Masses November 13**

   - Will celebrate at all weekend Masses on November 13.
   - Will have intercession and Blessing for Veterans – veterans from each branch of the service will be called forward to receive the collective blessing.
   - **Art & Environment** – Flag with floral display by High Pulpit. A Veteran will be asked to carry out the flag at end of the Mass. Need bulletin article mentioning blessing & if possible to wear uniform.
8. **Saturday, November 12 – Sheboygan Symphony – 7:30 PM**
   - Sheboygan Symphony Wind Concert – 7:30 pm in Holy Name. Will want to practice sometime closer to the date of the event.
   - The Symphony will do everything – Programs, hosts, tickets. We will simply open and close.

9. **Friday, November 18 – 6:00 PM at Holy Name of Jesus**

   Hispanic Mass with Replica of Apparition of Chiquinquirá, Venezuela – 6PM Mass at Holy Name of Jesus. Fr. Norbie is inviting Bishop Schuerman and five Venezuelan & eight Colombian priests from within the Archdiocese. Upwards of 1,000 people are expected.
   - Hispanic community will handle everything. We just need to monitor the space.
   - The Replica is being given to Fr. Norbie. It will be moved to St. Clement sometime after the Mass, and goes with him when he leaves our parishes.

10. **November 24 - Thanksgiving Celebrations**
   - November 24 (Thurs) – Northside Parish Celebration of Mass 9:00 AM @ Holy Name
     
     **Collection** will be for St. Vincent de Paul. Envelopes should be stuffed in bulletins or in pews the week before

     **Ministries** - Eucharistic Ministers – Priests plus Two Lay Ministers at break – (if there is a choir HN will cover)
     - 2 lay ministers - ONE SD and ONE SPANISH Community
     - 1 reader from each parish – HN will do introduction & announcements
     - SVDP members will be the Ushers

11. **Items of Information and/or Discussion**
   - **Lector Workbook order:** Ordered & Delivered. Will distribute in October.
   - **Sheboygan Morning of Renewal:** Saturday, September 24 at Blessed Trinity – 8:30 AM-Noon
     This is a Sheboygan County event for all liturgical ministries.
   - **The Messiah: a Liturgical Review:** The Adult Faith Formation has asked Julie & Tom Engman to present a 1 hour session on the Liturgical and Biblical aspects of Handel’s Messiah on Tuesday, November 29 at 6:30 pm in Dominican Hall.
   - **The Magi:** After discussion regarding a memo received from Tom Berger of 7 Ages Theatricals, and the concern for the use of the space for a somewhat less than liturgical presentation – The Magi, it was agreed that Mary & Julie will meet with the Executive director, to discuss further, as to the appropriate use of the space.
   - **Masking by Ministers & Priest will be OPTIONAL at Communion:** Masking will be optional for all Communion Distributors. Will evaluate as necessary.
   - **NO masking Sections in Churches:** Remove any special designations regarding Masking. Masking will be optional in all parts of the church.
   - **Bringing Forth Gifts by the Congregation:** The Gifts of Wine and Hosts will be brought forth at all WEEKEND/HOLY DAY Masses within our parishes. Weekday is an exception.
   - **Communion “not in hand”:** We will no longer make this statement at the beginning of Mass. Most who want to receive on the tongue go to the end of the line. However, if some do not, we will continue to distribute as we did pre-COVID.
- **What to do when help out priest doesn’t show up?**: Each Parish will receive a copy of the “Celebration of the Word in Absence of the Priest”. Music, readings, and intercessions will be done as usual. Ministers will be trained to use this tool, so in the event one of our regular priests or a designated Help-Out does not show up, we will be able to conduct a Prayer Service with the Distribution of Communion, without having to cancel the Mass.Hopefully this will not happen too often, but we will be prepared.

- **Volunteer Projects for Teens**: As events are presented, we need to keep Dillan and the Faith Formation teens in mind if we need volunteers to get a accomplish a project, as the Faith Formation High School Students will need service hours.

- **LOA Campaign** – Public Phase of Campaign tentative schedule to launch the weekend of October 15/16. The Campaign Prayer will be prayed regularly at Masses after the launch.

12. **Planning Meeting – November 24, 2022 – January 16, 2023**
   
   Date: November 8, 2022
   
   Location: Reinl Center - Lounge
   
   Time: 4:15 pm

13. **Closing Prayer** – The meeting was closed with prayer at 6:10pm