PRAYER & WORSHIP COMMITTEE MINUTES
St. Clement Parish
Planning Meeting for September 2022 – November 15, 2022
Monday, September 19 • 7:00 PM • Reinl Center

Present: Danilo Batres, Jeannine Battaglia, Yolanda Castenada, Patty Harms, Jan Herman, Mary Matzdorf, Mary Petrie, Fr. Norbeto Sandoval, and Judy Wilsing

Prayer: Fr. Norbie offered our opening prayer.

Advent Sundays: November 27 – December 18

I. 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

II. In the Liturgies and Take Home Activities:
   a) Advent Wreath – Mike Wirth (Ushers) usually gets the families to light the candle each week. Will suggest seeking out some of the new families. Fr. Norbie will say the prayer and the candle will be lit.
   b) Tree of Hope – Patty will handle the items for the Nursing Home; Laura Graney will handle the Immigrants; the usual delivery group will handle the Food Pantry; will check to see if Donna Karr will get the items for Mary’s Room.
   a) Little Blue Book / Viva Le Fe – Will continue with the same quantity of booklets for the English Community. This is the last season the Spanish Version of Viva Le Fe will be available. Fr. Norbie is reviewing possible alternatives.

Looking Ahead:

1. Weekday Mass Schedule
   - Tues – 12:00-7:00 PM @ SC - Adoration
     5:15 PM @ SC Mass (Spanish)
     5:45 PM @ SC – Reconciliation
     7:00 PM @ SC - Benediction
   - Thurs – 8:00 AM @ SC

2. New Member Welcome Weekend – September 25 – All Masses (Mary P & Patty H)
   - Blessing for all new members – M Petrie will work with priests to prepare the blessing
   - Name Tags – Will handle like Name Tag Sunday, with the addition of the New Member Families affixing a “Star” to their name tag
   - New Member Welcome Folders – To be handed out after the Mass; Extra English folders should be brought to HN after the 9AM Mass. Leave Spanish folders on the ushers counter – M Petrie will pick up Sunday afternoon
   - Social – Have bakers preparing items. Will have in South Narthex with beverages.
3. **All Sundays In October – Rosary 1/2 Hour Before Masses** – organized by Elizabeth Ministry

   - 9:00 English Mass – Kim Dalheimer will lead the Rosary at 8:30 AM before all English Masses; M Petrie will provide the prayer sheets and sign; Judy Wilsing will be at church at 8AM, so will unlock everything, turn on the sound system, place the handheld mic on the pew in the Sacristy next to the Sound System after checking the batteries for Kim.
   - 12:15 Spanish Mass – Regular routine for the Rosary will be followed. Prayers are scheduled.

4. **Blessings & Intercessions**

   a. October 2 – Respect Life Sunday – Intercession & Blessing for Expectant Parents in English & Spanish
   
   b. October 16 – Laity Sunday
   
   c. October 23 – World Mission Sunday
      (i) Infancia Miseonera - SC Only one in Diocese. Fr. Norbie reported that since this is the only Infancia Miseonera in the entire Archdiocese, that they will be given full support of the Arch.
      (ii) The group reads the Children’s Readings and the Mission Statement, meeting from 4-6 pm on the first & third Saturday of the month.
   
   d. November 13 – Veterans Day November 11 – Will celebrate on November 13. In addition to an intercession, there will be a Blessing for Veterans. Each branch of the military will stand as their branch is called. Will get Blessing to Fr. Norbie or Lulu for translation as soon as possible for translation.

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

   **Memorial Celebrations of 2021-2022 Deceased**

   **SC: Sun., October 30**

   a. 9 AM; Names of deceased are read and candles are lit BEFORE Mass.
   
   b. No Reception following Mass.
   
   c. Jeannine will prepare the banner.
   
   d. Parishioners will be asked to bring pictures for display at the Altar of the Dead;
   
   e. SC will get votive candles from HN; Judy will play background music during the reading of names.
   
   f. At the 12:15 Mass Names of deceased friends and family members are called out during the Mass. Will also bring pictures for the Day of the Dead Altar.

   - **Books of the Dead** – Will put Book of Deceased out at church the beginning of October for parishioners to enter the names deceased during the entire month. Will be a part of the November 1 Masses.
   
   - **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
   - **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 on the St. Joseph Altar, since the Choir will not be singing in this space the last weekend of October. The Altar will be set before All Saints and remain up several days afterwards. Hispanic community responsible for setting up Altar of the Dead.

7. **November 6 - Chili Supper/Fall Fest**
   - **EO Daylight Savings Time** – November 6
   - Patty Harms reported that the Chili Supper is a go this year on Sunday, November 6. The Committee is organizing itself for preparation of the Chili, and Patty is working on getting prizes for the baskets. Suggested that we have publicity early in October, and certainly at the Chili contest at St. Dominic on October 15.

8. **Friday, November 18**
   Mass has been scheduled for Friday, November 18 at 6PM at Holy Name of Jesus for the presentation/reception of the Replica of the Apparition of Chiquinquira, Venezuela.
   Fr. Norbie inviting Bishop Schuerman and five Venezuelan & eight Colombian priests from Archdiocese. Upwards of 1,000 people expected.
   The Mary Side Altar at Holy Name will be prepared to receive the Replica. There will be Music – Gaitas . . . drums, guitar, maracas. The Apparition will be move to St. Clement after the Mass, and will go with Fr. Norbie when he moves on.
   The invited priests will be treated to dinner in Dominican Hall at St. Clement after the Mass.

9. **November 23 – Feast of St. Clement – Nine Days of Prayers before the Feast Day**
   - Novenas for St. Clement will be prayed beginning Monday, November 14.
   - It was discussed and agreed that the Feast Day will be celebrated at the 9AM Mass the Sunday before, November 20. There is a recipe for a St. Clement cake which the committee is going to investigate and possibly serve cake on this date to parishioners at the Mass.

9. **November 24 - Thanksgiving Celebrations**
   - November 24 (Thurs) – Northside Parishes 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
     Ushers will be SVDP
10. **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
  Fr. Roc O’Connor is keynote speaker for this Sheboygan County event. There will be break out
groups. The Spanish Community will have a Eucharistic meeting at Cardinal Stritch sponsored by
the Archdiocese at the same time. Several members of the Hispanic Community will attend this.

- **Continued Masking by Eministers & Priest at Communion:** Masking will be optional for all
  Communion Distributors. Will evaluate as necessary.

- **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.

- **Distribution of Communion:** It was agreed that the Communion Lines will return to up front.
  Will advise Mike Wirth so all ushers are aware of the return to the pre-Covid distribution practice.

- **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:** The need for assistance in polishing the pews at St. Clement
  was discussed. Will be presented to Dylan for consideration.

- **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.

- **Art & Environment:** September 30, the attic of St. Clement Rectory will be purged of unwanted
  and unused Art & Environment items. The Hispanic and Anglo Communit will be involved.

- **Financial Statements:** Question was raised regarding the Financial Status of the Parish. It was
  noted that the year end statements are to be printed in the bulletin this Fall. This item will be
  addressed with Tom Dinolfo, as to the timing of the publishing of the statements.

12. **Planning Meeting – November 24, 2022 – January 16, 2023**

   Date:     Monday, November 7
   Location:  RC-Lounge *(DH is booked on Mondays)*
   Time:     6:30 pm

13. **Closing Prayer –** The Meeting was concluded at 9pm with praying a Hail Mary.

Respectfully Submitted
Mary Petrie
Prayer & Worship Chair
SCNP – Pastoral Assistant