PRAYER & WORSHIP COMMITTEE MINUTES  
Sheboygan North Catholic Parishes  
Planning Meeting for October 2022 – January 8, 2023  
Monday, September 12 • 3:15 PM • St. Dominic – Aquinas Room

HOST / FACILITATOR: St. Clement Parish / Mary Petrie  
MEETING LOCATION: Aquinas Room  
MINUTES TAKEN BY: Mary Petrie  
PRAYER: St. Clement Parish

PRESENT: Fr. Mark Brandl & Fr. Norberto Sandoval; Kay Armstrong (HN); Jeannine Battaglia (SC); Patty Harms (SC); Jan Herman (SC); Donna Karr (HN); Jo Mlsna (SD); Beth Munns (SD); Mary Petrie (SNCP); Ann Scharrer (SD); Pat Schmidt (SD); Frank Trcka (HN); Judy Wilsing (SC)

Advent Sundays: November 27 – December 18

I. Common Theme – Cycle A Advent  
The committee reviewed past themes as relates to the current Cycle A readings and agreed to connect the Advent Theme to the Love One Another Campaign as follows:

- 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:

a) Advent Wreath – We will do a Blessing of the Advent Wreath at all Masses the First Sunday in Advent. Parishes will try to get families to light each new week’s candle. Will especially try to get new families after September 25’s welcome event. Will discuss with priests if family lighting the candle each week will be in procession, or just come forward when time to light the candle.

b) Theme, etc. to use in homily, intercessions, bulletin, etc.: The theme will be included on the bulletin each week, used within the intercessions, and incorporated in the homilies each week.

III. In Church & Take-Home Activities & Outreach

a) Tree of Hope – Will participate in the Tree of Hope again this year. Flyer will be available before Thanksgiving, and addressed later in the meeting.

b) Advent Reflection Book: Committee agreed we will order the Little Blue Book for the English Community. St. Dominics would like to increase their order. Will check other quantities with HN and SC to determine if quantities need to change.

The Spanish Community will use Viva Le Fe as the Little Book does not come in Spanish.
Looking back – Feedback on Joint Activities:

**Calvary Cemetery Mass** – The Memorial Day Mass at Calvary Cemetery Mausoleum was full with 75-100 people present. Tom Engman played Taps on the trumpet. This was the first Memorial Day Mass presided at by Fr. Mark Brandl who really liked the Mass. We will need to be more definitive in distributing liturgical responsibilities as we prepare for next year’s Mass, so we don’t scramble for ministers just prior to the day of the Mass.

**Little Lourdes Day Mass & Anointing** – There were over 200 people attending the Mass with eight concelebrating priests. The social after Mass was well received. Since we are running out of space with an every-other-pew layout, we may need to have an ambulatory section where attendees will come to the priest in order provide for more attendees. New County priests participating in a Little Lourdes Day anointing Mass for the first time were impressed and moved by Mass.

Looking Ahead: September 2022 – January 9, 2023 (Baptism of the Lord)

1. **Weekday Mass Schedule**
   - Mon – 5:30 PM @ SD
   - Tues – 8:00 AM
     - 12:00-7:00 PM @ SC - Adoration
     - 5:15 PM @ SC Mass (Spanish)
     - 5:45 PM @ SC – Reconciliation
     - 7:00 PM @ SC - Benediction
   - Wed – 8:00 AM @ SD
   - Thurs – 8:00 AM @ SC
   - Fri – 8:15 AM Seton School Mass @ HN

2. **Catechetical Sunday – September 17/18**
   - [Intercession for all Catechists; (including school teachers & parents) at all Masses](#)
   - [Confirmation Commissioning in 2023 as Confirmation will be on Mother’s Day, May 14, 2023](#)

3. **New Member Welcome Weekend – September 24/25 – All Masses @ All Churches**
   - September 17/18 – Welcome Committee Team reps to speak at all Masses at all Churches
   - Blessing for all new members – M Petrie will work with priests to prepare the blessing
   - Welcome Tables – Help is needed to give out name tags before, and refreshments following Mass. Welcome Committee Team Members will manage distribution of New Member folders.

4. **All Sundays In October – Rosary 1/2 Hour Before Masses** – organized by Elizabeth Ministry
   - St. Dominic – 10:30 Mass Only
   - Holy Name – 7:30 & 10:30 Masses
   - St. Clement – 9:00 English Mass and 12:15 Spanish Mass
5. **October 1/2 – Respect Life Sunday** – *include an intercession*
   - Elizabeth Ministry has asked to have a quarterly blessing for expectant mothers. P&W felt this Respect Life weekend would be good timing for the first blessing.
   - Launch of Public Portion of the Love One Another Campaign in early October. We will be provided with intercessions and prayer cards when the launch occurs.

6. **October 15/16 – Laity Sunday** – *include an intercession*
   - Priests will do a Blessing for all Laity serving the church – grounds, ushers, lectors, eministers, servers, musicians, staff, committee members, etc. – all those working for the betterment of the church

7. **October 22/23 – World Mission Sunday** – *include an intercession*
   Fr. Norbie noted that the Infancia Miseonera (Children’s Mission Group) from St. Clement is the only children’s mission group in the Archdiocese. The Mission Office of the Archdiocese will continue to help and support this group at St. Clement.

8. **October 29/30 – Commemoration of All the Faithful Departed (All Souls)**

   **Memorial Celebrations of 2021-2022 Deceased**
   - **SD:** Sat., October 29 – 5 PM; Names of the deceased are read after the homily at the 5PM Mass. Candles are lit for the deceased. Sunday the names are read after the homily at the 10:30 AM Mass. There will be no receptions this weekend.

   - **SC:** Sun., October 30 - 9 AM; Names of deceased are read and candles are lit BEFORE Mass. No Reception following Mass. At the 12:15 Mass Names of deceased friends and family members are called out during the Mass.

   - **HN:** Sun., October 30 - 10:30 AM; Candles are lit and names of the deceased are read after the homily. There will be a reception after this Mass. For the 7:30 AM Mass candles are already lit for the deceased, and names will simply be read after the homily.

   - **Books of the Dead** – Will put Books of Deceased out at church the beginning of October for parishioners to enter the names of the deceased during the entire month. The Books, will be a part of each parishes Masses on November 1.

   - **NO Outreach Collection** for Calvary Cemetery at EO October – had September Outreach

9. **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 before All Saints on November 1 and remain up several days after.
10. Veterans Day is FRIDAY, November 11:
   - Will celebrate at all weekend Masses November 12/13
   - Need Intercession for veterans
   - Blessing of Veterans
   - Each Parish will manage Art & Environment for their own worship space
   - EO Daylight Savings Time – November 6/7

11. November 19/20 – Our Lord Jesus Christ, King of the Universe

12. 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

13. 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 English reader from each parish
       SVDP members will serve as Ushers
   - Ecumenical Services – discussed Thanksgiving Ecumenical Services that SD and SC previously participated in the evening before Thanksgiving. As all churches are in the recovery stage with much less attendance, we will not pursue this activity at this time.

14. Advent Outreach (Tree of Hope) – Donna Karr and Pat Schmidt
   - Wk 1 – Nov 26/27: For Our Elderly at parish nursing homes
   - Wk 2 – December 3/4: For Our Babies at Mary’s Room
   - Wk 3 – December 10/11: For Our Northside Christian Food Pantry
   - Wk 4 – December 17/18: For Our Immigrants
     Flyer will be in the November 19/20 bulletin with all the details. Our Parishes will also have baskets out for parishioners to place hats, mittens, and socks. There is a huge need for these items in Sheboygan as we move into the colder months.

15. Novena to Our Lady of Guadalupe – Nine days of prayer for Our Lady of Guadalupe before Feast
   Sat – Dec 3 @ 6PM  Sun – Dec 4 @ 6PM  Mon – Dec 5 @ 6PM
   Tue – Dec 6 @ 6PM  Wed – Dec 7 @ 6PM  Thr – Dec 8 @ 6PM
   Fri – Dec 9 @ 6PM  Sat – Dec 10 @ 6PM  Sun – Dec 11 @ 6PM
16. December 8 (Thursday) – Solemnity of the Immaculate Conception of the Blessed Virgin Mary (Day of Obligation)

   N: 8:15 AM – School Mass
   SC: 12:10 PM
   SC: 5:15 PM – at St. Clement (Spanish)
   SD: 5:30 PM

17. 1st Reconciliation –
   - Thur. Dec 1 – 6:00 PM at St. Dominic
   - Sat. Dec 10 – 11:00 AM at Holy Name
   - Faith Formation will be securing the Priests for the Services

18. December 12 – (Monday) // Feast of Our Lady of Guadalupe
   - Mañanitas – Sunday evening, December 11 at 11 pm.
   - Mass – 6:30 pm Mass on Monday evening
   - Art and Environment – will be set up on the Mary side altar at St. Clement

19. Dec 15 (Thursday) thru 23 (Friday): LasPosadas (DH)
   - Posadas will be at 6pm each evening from Dec 15-23 in Dominican Hall

20. Advent Citywide Reconciliation Services
   - Sheboygan Day of Reconciliation: St. Peter Claver // Tuesday December 13 – 8am-8pm
   - Will close Adoration with Benediction at 5:00 PM before the 5:15 Mass
   - Will cancel 5:45pm Reconciliation at SC

20. December 24 (Sat) / 25 (Sun) - Solemnity of the Nativity of the Lord – Spanish & English Masses
   - HN: 12/24 – 4:00 PM
   - SC: 12/24 – 4:15 PM
   - SD: 12/24 – 4:30 PM
   - HN: 12/24 – 10:00 PM
   - HN: 12/25 – 7:30 AM
   - SC: 12/25 – 9:00 AM
   - SD: 12/25 – 9:30 AM
   - SC: 12/25 – 12:15 PM (Spanish)

   There will only be a Spanish Mass on Christmas Day, NOT Christmas Eve. Will need to check out help-out availability for Christmas Eve, and while Fr. Norberto is on vacation this year from December 26 through January 16.

   - HN: 12/30 – 8:15 AM
22. **Christmas Season Liturgy Planning**
   
a. **Readings**: “Mass during the Night” readings for all Christmas Eve Masses; and “Dawn” readings for all Christmas Day Masses
   
b. **General Comment**: The Christmas season continues for the full season (through Monday Jan 9 Baptism of the Lord) with music, lights, candles, etc. – Mass at SD // 5:30 PM

23. **Dec 31/Jan 1 (Sat/Sun) – Solemnity of Mary, the Holy Mother of God/ The Octave Day of the Nativity of the Lord**
   
   - Saturday, December 31: St. Dominic – 5:00 PM
   - NO late evening Mass on December 31
   - Sunday, January 1: Regular Sunday Masses

24. **January 8 - Epiphany of the Lord – Regular Weekend Masses**

25. **Other Business**
   
   - **Lector Workbook order**: Ordered & Delivered. Will distribute in October.
   - **Sheboygan Morning of Renewal**: Saturday, September 24 at Blessed Trinity – 8:30 AM - Noon
   - **Chili Cook Off**: Saturday, October 15 at St. Dominic
   - **Chili Fest Supper**: Sunday, November 6
   - **All Saints Gospel Choir**: Saturday, November 12, St. Dominic 5:00 PM Mass
   - **Sheboygan Symphony Wind Concert**: Saturday, November 12 at Holy Name – 7:30 PM
   - **Friday, November 18**: SC-Bilingual Mass with Replica of Apparition of Chiquinquira, Venezuela – 6PM at Holy Name of Jesus. Fr. Norbie inviting Bishop Schuerman and Venezuelan & Colombian priests from Archdiocese. Upwards of 1,000 people expected
   - **Thanksgiving Food Box Project**: November 19: SD/PAC
   - **Advent by Candlelight**: Tuesday, December 6 at 6:30PM in SD/PAC
   - **Mass of Hope & Healing**: Sunday, January 15, 2023 at Holy Name – 2:00 PM
   - **Lenten Soup Supper**: 4 Tuesdays in Lent with 5:15 PM Mass – English / Bilingual (Ash Wednesday, February 22, 2023 ~ ~ ~ February 28, March 7, 14, 21???)
   - **Pray, Reconcile & Rejoice**: Archdiocesan-wide – Wednesday, March 29 – 8AM-8PM
   - **Publication of Christmas Mass Times**: Will publish Countywide Schedule as in the past.

26. **Items of Discussion**
   
   - **Continued Masking by Ministers & Priest at Communion**: The committee agreed that Masking will be optional for all Communion Distributors. Will evaluate as necessary.
   - **Masking Sections in Churches**: The committee agreed that it is time to remove any special designations regarding Masking. Masking will be optional in all parts of our churches.
   - **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.

- Dylan is seeking suggestions for **volunteer projects for teens:** We will suggest activities at Calvary Cemetery, and the St. Clement Chili Fest. There will probably be other activities in these next several months within our parishes that will afford opportunities for the teens.

- **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.

27. **Lenten Theme Planning Meeting**
   - Date: Monday, January 23, 2023
   - Location: SD – Aquinas Room
   - Time: 2:00 PM – Lent through Labor Day
   - Host: St. Dominic Pari

28. **Closing Prayer** – St. Clement Parish’s Jeannine Battaglia offered the Closing Prayer

29. **We Adjourn to go out and serve our Parishes** – 6:15 pm

*Respectfully Submitted*

Mary Petrie
Pastoral Assistant
Sheboygan North Catholic Parishes