

**Liturgy Committee Meeting**  
**Church of Saint Mary, Alexandria**  
**Thursday, February 10, 2022**  
**6:30 p.m.– In Person and Zoom**

Present: Luke VanOverbeke, Father Matthew Kuhn, Michele Neale, Jody Koubsky, Janice Doebber, Erin Takle, Kathy Fischer, Bonnie Broman, Mary Gorghuber, Kevin Gorghuber, Sue McCulloch, Char Hanson, Bill Verschaetse, and Carol Gaffaney. Absent: Grace Lambert, Dawn Houska and Dave Reller.

1. Scripture and Prayer – Led by Luke VanOverbeke.
2. Minutes of Last Meeting – The minutes of the January 19, 2022 meeting were approved.
3. Liturgist's Update
  - Luke reviewed a sample agenda that may be used for liturgy committee meetings.
  - He asked that committee members send him agenda items by one week before the upcoming meeting. He'll put together an agenda and email it to members on the Friday prior to the next meeting, along with the minutes of the last meeting for members to review. (Luke's email address is: [lvanoverbeke@stmaryalexandria.org](mailto:lvanoverbeke@stmaryalexandria.org) )
  - He suggested having monthly meetings on the second Thursday in February, March and April 2022, and bi-monthly meetings on the second and fourth Thursday in May 2022.
  - A/V Slide Options – The parish received a question about options available for the livestreaming of the mass, especially at communion time. Luke and Erin shared five options that could be used during livestreaming and recording of the mass. After review, it was decided to use option 3 during communion and option 5 for the psalm. Having the availability of different cameras will help with the changing seasonal sunlight and the effect on the screens.
  - By-Laws – Luke shared a copy of the by-laws he located and offered a sample organizational chart. He asked members to review these documents and bring any suggestions for revisions to the next meeting. He also asked that members bring any changes they would like to see in the meeting structure and function to the next meeting for discussion.
  - SMART Goals – Michele gave a brief description of past committee goals and the work that was done. She said new goals could be developed when needs or changes are determined.
4. Pastor's Update – Father Matthew said most of the new vestments they ordered have arrived and he appreciates the donors who helped fund their purchase.
5. Ministry Updates and Needs
  - Lectors – A new parent and child lector team will be starting soon. It was noted that lectors should be alerted to the fact that there are two different placements for the ambo on the altar, based on whether it's a weekend mass, a weekday mass or a small funeral.
  - EMHC – Kevin asked about offering the Precious Blood again by Easter time. Father felt this is still a goal that we would like to do. In order to offer the Precious Blood, more people will be needed. Father said he will ask for more volunteers from the pulpit. Also, current EMHCs could contact people they feel would be good ministers in order to recruit additional people. Some re-training would be needed.
  - Greeters and Hospitality – Bill did a survey three months ago of people on their teams. He said some people were comfortable with doing one part of this, but not both. If we go back to the process used before the pandemic, more people will be needed. Again,

current greeters and hospitality ministers could ask people they know about helping in this ministry. As far as training goes, Bill said it has worked well for them to provide the captains with written updates and then to visit with them in person before mass to go over the update and answer questions. After that, the captains can relay the information to their teams. In regards to the Bishop's order of wearing masks, Bill said they ask people to wear a mask when they come to mass, explaining that the Bishop has given that order. If they do not want to wear one, they suggest that they sit in the Gathering Space or the Great Hall, but then allow them to go wherever they want to sit. There was discussion about the procedure of locking the chapel door during the mass. A question was asked about the time on Sunday morning between the two masses. The door has remained locked from 5 minutes to 8:00 until after the 10:00 mass. Char suggested putting a sign on the chapel door explaining that the door is locked for security purposes as there is no one monitoring that entrance to the church. Bill suggested having a "Ministry Moments" emailed once a month to all ministry volunteers with pertinent news and updates.

- Sacristans – Carol said there is an informational sheet with the procedures for sacristans to follow. Father Matthew asked to review that information. Erin noted there are a few openings for sacristans for the 5pm and 8am masses.
  - Altar Servers – No representative.
  - Eucharistic Adoration – Sue said this is expanding all the time. There are 157 signed up now. They list open times in the bulletin if people are interested in signing up. On Holy Thursday, there will be no Adoration until after the evening mass. The mass concludes with a procession into the Great Hall and then Adoration continues from about 8pm until 10pm.
  - Children's Liturgy of the Word – We have not been able to offer this during the pandemic.
  - Art and Environment – Bonnie said she will decorate the church for Ash Wednesday on the day before (Tuesday, March 1<sup>st</sup>). She will need to get information on what is needed for Palm Sunday, Holy Week and Easter.
  - Music – Two new pianists, plus Luke, have been added to the schedule. They have auditioned and accepted two new male vocalists. Also, three members of a family are on the schedule to sing. They are monitoring the sound levels with the different musicians we have and plan to have a trained person come to set or re-set the sound so that it's appropriate, as well as work on the sound for the organ and choir side.
6. Prayer after Dismissal from Mass
    - There was discussion about the Saint Michael prayer being recited after dismissal. It would be helpful to have Father explain the background of reciting that prayer after mass. Luke noted they will begin rotating the prayer that is used, and they plan to go to a Vocations Prayer at Easter time.
  7. The next meeting of the Liturgy Committee will be March 10<sup>th</sup>, 2022 at 6:30 p.m.
  8. The meeting adjourned at 8:10 p.m. with prayer.

Submitted by:  
Carol Gaffaney