

Prayer and Worship Meeting Minutes  
January 13, 2015

**Attendance:** Anna Marie Filipiak, Mark Gould, Sue Siepmann, Kathy Plaisance, Cheryl Snyder, Karen Warnes

Common Meeting Night Meal & Prayer Service preceded meeting

December 1, 2014 minutes were approved with a few minor changes

**Old Business:**

**Liturgical Lay Ministries**

- **Sub lists** have been available in Ministry Room for both Eucharistic Ministers and Lectors - Sue will email the sub lists and the updated Lector Procedures or Eucharistic Minister Procedures to their respective ministers.
- **Leaders for the following ministries** have been secured by Karen:
  - Ushers – Rita Mezydlo
  - Lectors – Carol Pinter
  - Eucharistic Ministers – Joe Kershek
  - Servers – Joe Senglaub

We still need a head Greeter. The Leaders will be responsible for recruiting new ministers and training new and current ministers. Jan Lamparski will do all of the scheduling beginning with the next schedule. At the present time Mark is doing the Cantor scheduling and Cheryl will assist him. Eddie P. works with Mark for school cantors and Nancy Klemp is the choir contact person.

- **A signup for greeters, ushers and additional Sacristans** (sacristans especially needed at the 5pm and 8am Masses) will take place in the coming weeks

**Adoration**

- Deb, Sue & Bridget S. are meeting next week to create a plan for organizing and increasing awareness of weekly Adoration.

**Guadalupe Mass (Sat., Dec. 13)**

- Not well attended by the Hispanic community. Need to have Fr. Bob or a contact person promote the Mass in the future.

**New Business:**

**Review of Christmas celebrations**

- Generally the Christmas Masses went well, however, we do not have enough liturgical ministers available for all of the Masses that we presently have - especially the Christmas Day Masses. It was suggested that we reduce the number of Masses on Christmas Day next year to one Mass. Also, to consult with St. Paul's Christmas Mass schedule.

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**Budget**

- **Liturgy Budget** - We are pretty close to break even for the current year. The budget for the next fiscal year (July 2015-June 2016) is due January 31. The cost of most liturgical supplies has gone up. Also, we are in need of some new albs and cinctures. The *supply* category of the budget will be increased to reflect this. Cheryl will present the budget to the Finance Council.
- **Music Budget** – We are in need of a new keyboard. The present keyboard is still working but is near the end of its useful life. It plays but does not record. The technology on the keyboard (floppy disc) is outdated. The Music budget will reflect this need. At this time, Mark is uncertain if there will be a Lessons & Carols concert next year due to his additional responsibilities when Karen retires.

**Replacement Positions**

- **Environment** – We need a new person to take charge, as Marilyn will be stepping down after Easter. Anna Marie will check with Marilyn to see if she has any suggestions of someone and Sue will put a notice in the bulletin. Will also ask Marilyn for a brief summary of what she does for each season.
- **Secretary** – Sue bribed all of the other committee members so that she could take on the highly coveted position of P&W secretary

**Committee Goals for 2015** - some goals were created to compliment the *Pastoral Council's recent Parish Goals*

- **#1 Committees and Communication**
  - Communicate to all current liturgical ministers who the new scheduler & heads of their ministries are
- **#2 Define Ministry/Committee**
  - Define the ministries that fall under Worship and get primary contact person info for each
- **#3, #4 - NA**
- **#5 Engage Parish 19-35 Year Olds**
  - Work to create a more engaging, cohesive Eucharistic gathering
- **Additional Goals**
  - Create preaching themes
  - Create Educational opportunities – ex., host an educational video & snacks after Masses

**Opening Prayer/Closing Prayer**

- We will gather a few prayers to reuse for Opening & Closing of the meetings in the future. Sue will bring an opening prayer for Jan. 26 and we will reuse the Closing Prayer that Anna Marie provided tonight.

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**Reports:**

**Mark Gould**

- The fruit sale did well this year. The money collected from the Lessons & Carols concert will be divided between the Kettle Moraine & Oconomowoc Food Pantries.
- Mark expressed his concern regarding Worship attendance numbers and the continual need and shortage of volunteers at the parish

**Karen Warnes**

- Karen will be retiring and her last day will be June 30, 2015
  - She will meet with the school teachers to go over liturgy planning with them so that they can plan their liturgies in the future
  - Amy will be taking over RCIA and Adult Confirmation
- **Lenten Planning**
  - Susan A. is willing to create prayer cards again to distribute each week during Lent. She could also have the bulletin cover contain the same theme as the card each week. The weekly entrance antiphons would be good ideas for the cards/weekly themes.

**Next Meeting** – Monday, Jan. 26, 2015 at 7pm to discuss Lenten Planning

**Closing Prayer** – Anna Marie Filipiak

Prepared and submitted by  
Sue Siepmann