

St. Maximilian Kolbe Parish  
Worship & Sacraments Commission  
Minutes of Meeting August 28, 2018

**Members Present:** Dawn Mansour (Chair), Adriana Inman, Christine Guerin, Helena Osubor, Amy Wissel, Hope Davenport, Michael Bolek, Mary Blake, Lisa Brown, Michael Truax, Rick Volk

**Ex Officio Present:** Fr. Jim Riehle (Pastor), Mary Ella Wielgos (Pastoral Associate), John Stengel (Recording Sec.)

- I. Opening Prayer/Praying for Each Other – Fr. Jim Riehle opened at 7:02 PM
- II. Welcome/Introductions
  - A. Dawn welcomes new members and time was spent introducing ourselves to each other.
- III. Approval of Previous Meeting Minutes from June 26, 2018.
  - A. Minutes approved with no changes.
- IV. Overview
  - A. Purpose of WSC
    - i. The archdiocese asks each parish to have a WSC.
    - ii. No mandate on the role of the WSC. The commission can be advisory, decision making, or policy making. The role is determined by the pastor.
  - B. Meeting Dates/Prayer Assignments/Reading Assignments/Attendance
    - i. Dawn discusses the calendar for the coming year
      1. Dawn handed out a sheet with meeting dates, opening and closing prayer assignments, formation reading schedule, and the praying for each other schedule.
      2. Meetings are generally the 4<sup>th</sup> Tuesday of the month.
      3. There are no meetings in December & July.
      4. November meeting will be December 4<sup>th</sup> this year due to Thanksgiving.
    - ii. Additional dates for WSC
      1. Lay leadership retreat in August.
      2. Worship commission training at St. Ignatius Parish September 27<sup>th</sup> at 7:00pm.
        - a. Highly recommended for WSC members.
        - b. Jeremy Helmes will be leading this meeting.
      3. October 13<sup>th</sup> Liturgical Minister's Day of Renewal
        - a. Jeremy's choice for speaker is not available.
        - b. Mary Ella does not have the time to devote to this at this time. She is working on getting up to speed in her new role as Pastoral Associate for Worship and Sacraments.
        - c. Mary Ella is recommending holding off on this event since we do not have a speaker and it is already late August.
        - d. It was decided by the WSC to remove this date from the calendar at this time.
        - e. MAP (Ministry Annual Planning) training. It was suggested having this training at the Day of Renewal, so a new date will need to be set.
          - i. The worksheet that was worked on at the June meeting.
          - ii. Trying to roll out in January.
          - iii. Dawn wants to wait until it is official and rolled out before moving ahead.
          - iv. A way of helping ministries with their mission and purpose.
          - v. Dawn says as we get closer to the roll out we will figure out who the best trainers will be and how to best get the information to the ministries.
      - iii. Formation Reading
        1. "Imbued with the Spirit of the Liturgy", will be the primary source of the readings this year.
        2. The schedule is published on the calendar handed out. The readings may change during the year based on what the WSC is working on at the time, so please check the agenda each month for the readings for that month's meeting.
      - iv. Praying For Each Other
        1. Mary Ella handed out a schedule and a listing of all the members of each council and commission.

- v. Dawn would like everyone to read and prepare for the meetings, even if unable to attend the meeting. Please email Dawn with any input, thoughts or questions that she can represent at the meeting.
- C. How to sign into the WSC website
  - i. Sheet with instructions was handed out.
- D. WSC Roster 2018/19
  - i. Babysitting is offered by the parish for all meetings. Lisa Brown is coordinating babysitting for WSC.
  - ii. Amy Wissel will be representing WSC at Parish Council meetings this year.
  - iii. Adriana's phone number is 550-1165.
- E. Dynamic Catholic Books
  - i. Books available each month.
  - ii. Take, read and bring back to pass along to others.
- F. Pass out current booklet/New members have Liturgical book?
  - i. Imbued with the Spirit of the Liturgy.
- G. Governance Model
  - i. Shows relationships of all the ministries to the councils and commissions.
  - ii. Great resource to understand the relationships between councils, commissions, and ministries within the parish.
- H. With Fr. Riehle's approval, items WSC will work on this year:
  - i. Providing Feedback on the celebration of our Liturgical seasons
    - 1. Advent will be the first season for providing feedback and will be discussed more at the October meeting.
    - 2. WSC is responsible for providing feedback to help improve our celebrations at St. Max.
  - ii. Connecting with Ministry leaders
    - 1. WSC would like to be more interactive with the ministries under the WSC to brainstorm ideas.
  - iii. Permanent location for our relics
    - 1. Three relics given to Fr. Jim from Jeremy.
      - a. Only the two relics we have documentation for can be placed on display. Must have documentation for public veneration.
      - b. One first class (part of body) and one second class (item of clothing) of St. Maximilian Kolbe. We have a hair from St. Maximilian Kolbe.
      - c. Looking for ways to display these relics.
        - i. Fr. Jim thinks a statue with the relic in the base would be a nice way to display the relic.
  - iv. Altar Cloths
    - 1. Fr. Geoff's preference was to completely cover the altar throughout the year with the exception of Good Friday.
      - a. After meeting with Fr. Geoff last year, it was left for the WSC to look into the possibility of using different altar cloths throughout the year. This was at the end of last year's WSC, so it has been carried forward to this year's WSC.
      - b. Fr. Jim's guiding principle is first and foremost putting forth the reverence for the Holy Eucharist.
      - c. Lent is a simplified time for ornamentation in the church, so we could use a different cloth during Lent to reflect the season.
      - d. Fr. Jim open to discussions of different altar cloths.
- v. Beautifying Adoration chapel
  - 1. Previous WSC chair Mike Gardner was very passionate and worked very hard on getting the tabernacle moved in front of the window.
  - 2. Due to the expansion no decisions were made last year for beautifying the Blessed Sacrament chapel.
  - 3. Fr. Jim thinks anything done in the Blessed Sacrament chapel needs to be beautiful and done well which requires money. The campaign has the priority at this time so any investigation into what should be done in the Blessed Sacrament chapel should be bumped down as a priority.
  - 4. The question of the Divine Mercy image.
    - a. It is currently in the confessional and Fr. Jim thinks it should be on the blank wall next to the confessional and maybe a Sacred Heart image on the other side of the confessional.



- B. Status of by-laws from WSC.
- C. Should be using MAP worksheet by December.
- D. Formation reading books
- E. Campaign Update.
  - i. Cannot break ground until 50% of the funds received.
- F. Band of people at driveway asking for money. Parishioners are asked not to give them money and direct them to our SVdP conference.

X. New Business

- A. WSC will be hosting Hospitality Weekend, October 27/28
- B. Ministry Leader Connection
  - i. How do we connect with ministries?
- C. Upcoming Major Liturgical Celebration
  - i. Oct 28<sup>th</sup> is the anniversary of the dedication of St. Max Church.
- D. Mary Ella asking for clarification on items discussed tonight
  - i. Mary Ella will move forward on ordering new hosts.
  - ii. Move forward on the by-laws before next meeting.
- E. PC listening sessions at end of Mass
  - i. We have a big list and some issues will come back to the commissions.
  - ii. Need to figure out a good way to answer and provide feedback to PC.

XI. Closing Reflection

- A. What have we done tonight to draw people closer to the Lord? What have we done tonight to help engage parishioners? Express prayers of thanks.
  - i. Fr. Jim grateful for Mary Ella accepting position of Pastoral Associate for Worship & Sacraments
  - ii. Grateful for attention and contributions to the expansion.
  - iii. All the people who join the ministries and participate in the parish.
  - iv. Fr. Geoff for the good work he did and Fr. Jim's emphasis on the Blessed Sacrament.

XII. Meeting adjourned at 9:05 PM

Respectfully Submitted,

John Stengel, *Ex Officio* (Secretary)