

EXTRAORDINARY MINISTERS OF HOLY COMMUNION

SCHEDULE NOTES FOR OCTOBER – DECEMBER 2011

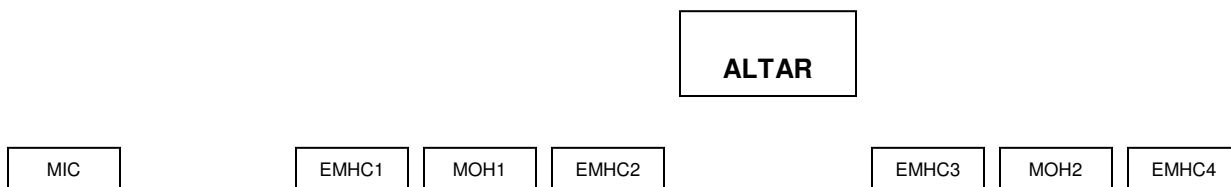
The **deadline for requests for off-days**, etc. to ensure that they can be properly considered in time before the next Schedule (JANUARY - MARCH) comes out is **SUNDAY, DECEMBER 4**.

Please keep in your prayers one of our own, **Marty Ripson**, who served this parish from 1979-2001, and who passed away recently.

The notes that follow are voluminous, but I ask that you bear with me and read it all, so at least we give the appearance of everyone being on the same page beginning in October.

FIVE IMPORTANT PROCEDURAL CHANGES: With the expected changes to the Mass prayers, etc. coming the first weekend of Advent, you didn't think we EMHC's would get by unscathed, did you? There will be five changes to the Mass Procedures that require your attention. We will start working under these new changes **effective the weekend of October 1-2** (not the first weekend of Advent):

1. The Minister-In-Charge (MIC) will now **light the two altar candles**, in addition to the tabernacle candles, before the start of Mass. If you're keeping score at home, this will have the following resultant changes in duties for some of the other EMHC's at the Preparation of the Gifts (POTG). Please refer to the following diagram for the titles and seating locations of the EMHC's referenced:

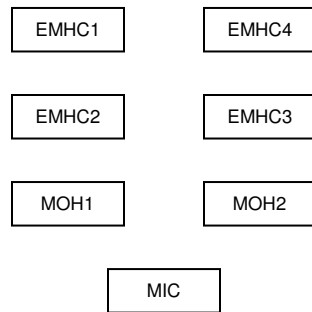


- a. The MIC will have to carry up only the Sacramentary/Missal and linens to the altar at the POTG. The Celebrant's chalice will be brought up by another EMHC (see 1c, below).
- b. EMHC1 will no longer have to light the taper at the POTG. His/her duty will be to take two Communion Cups to the altar, as in the past.
- c. EMHC2 will no longer have to light the altar candles at the POTG. His/her new duty will be to take the Celebrant's chalice to the altar, as the center corporal is being placed on the altar by the MIC.
- d. EMHC3 will take the remaining two Communion Cups to the altar, as in the past.
- e. EMHC4 will no longer have to remove the altar candle chimneys at the POTG. He/she has no duties at this time, and will remain seated at the POTG, along with the two Ministers of the Host (MOH1 and MOH2).

Msgr. King doesn't want to see any EMHC's getting into fist fights or arm-wrestling scuffles in the sacristy in order to determine who gets to sit in the soon-to-be coveted EMHC4 seat (a.k.a., the PPP—Potted Plant Position). He didn't say anything about playing Rock-Paper-Scissors for it, however.

2. With Item 1 above, since we're changing things around anyway, this would be a good time to revise the way we enter our pews after the genuflection at the start of Mass. Anyone who pays attention to such things has to have noticed that the Minister-Of-The-Host (MOH) ends up doing a do-si-do with the Ministers of the Cup (MOC) on each side of him/her when it comes to

entering the pew after the genuflection. By that I mean, neither Minister of the Cup knows whether the MOH is going to peel off to the right or to the left to get into the pew, causing both of them to hesitate slightly. Meanwhile, the Minister-In-Charge (MIC) is trying to get to his/her pew, and has to wait for all the traffic to clear. There's an easier way. Starting the first weekend in October, **the EMHC's will line up in the vestibule** as follows:



This arrangement has the advantage in that, after the genuflection, the MOH's can immediately enter the pew from the center aisle, followed by the MOC closest to him/her. Meanwhile the other MOC on each side can enter the pew from the side aisle, all without hesitation or bumping into each other. If done correctly, all EMHC's should be in their pews such that it looks like the arrangement in Item 1 above, as in the past.

3. The rubrics state that EMHC's are **not to approach the altar until after the Celebrant has received Communion**. To accomplish this, starting the weekend of October 1-2, after the Sign of Peace, all the EMHC's will remain standing at the foot of the altar instead of entering the sanctuary at the beginning of the "*Lamb of God*." The EMHC's are to remain standing after the end of the "*Lamb of God*", even though the rest of the congregation kneels. After the Celebrant has consumed the Host, all the EMHC's will assume their usual positions in the sanctuary at the same time the Celebrant is consuming the Precious Blood. Do NOT wait until after the Celebrant consumes from the chalice to enter the sanctuary, as this will delay the start of distribution of Communion to the Ministers.
4. The rubrics state that any time a Minister crosses the axis of the altar, he/she should give a **slight, reverent bow of the head** (not a full-fledged bow from the waist) while facing the altar. None of us have ever been trained to do this, but here's what that means. Referring to the diagram in Item 1 above for the titles and seating locations referenced, the following EMHC's should bow to the altar at the following times, starting the weekend of October 1-2:
 - a. EMHC3 should bow at the foot of the altar going to the credence table for the Preparation of the Gifts, and again when returning.
 - b. EMHC2 and EMHC3 should bow at the foot of the altar after placing the gifts on the altar at the Preparation of the Gifts. It would probably look best if they did it together, unless only one of them is asked to take a ciborium to the altar.
 - c. EMHC3 and EMHC4 should bow when returning from the credence table after Communion. It would probably look best if they did it together, since they'll return at the same time anyway.

There are technically a few other times when we could say we "cross the axis" but rather than risk bowing too often and banging our heads together, the 3 instances above will suffice.

5. Also beginning the first weekend in October, **four altar servers will have Communion patens** and will assist at the four Host Stations. The two "main" servers will no longer enter the sanctuary and receive Communion with the EMHC's as in the past. Rather, as the EMHC's enter the sanctuary for Communion (Item 3 above), the four "paten" servers will go to the credence table and retrieve the Communion patens. Two of the servers will go to the foot of

the altar on the pulpit side and begin the Communion line there. The other two servers will go to the foot of the altar on the organ side and begin the Communion line there. After the EMHC's have received Communion and are taking their Communion Stations, the Celebrant and the 3 EMHC's with ciboria will distribute the Host to the altar server who will be assisting him/her, before distributing the Host to the congregation. Because it will be awkward for the four altar servers to be holding a paten and taking the Host in the hands or taking the Communion Cup, the four "paten" servers will have to receive the Host on the tongue, and will not be able to receive the Precious Blood from the Cup.

A FEW HOUSEKEEPING ITEMS:

1. When the Celebrant offers us the Cup at Communion, we should take the purificator from him immediately, before consuming, instead of the other way around. Monsignor is interested in reducing the time it takes for Communion to the congregation to start.
2. With the changes about to take place beginning in Advent, if you hear the priest use the term "Roman Missal" (or "Missal", for short), he's referring to the name of the "big, red book" on the altar that for the last 40 years we've called the Sacramentary. I assume the name of the new book will have "Missal" on the spine, to help those of us with short memories. If it still says Sacramentary, then we'll all be confused together.
3. I ask all of you one more time to make note of any changes you discover as a result of your visit to Messiah Village (MV). Twice during the last quarter, a Messiah resident has passed away during the week, but nothing was marked down in the *Communion To The Sick* books. I believe that death qualifies as one of those "important resident changes that needs to be reported", as do room changes, comings and goings, etc.
4. Speaking of Messiah Village (MV), our Ministry is embarking on a new mission. Beginning the first Wednesday of October and continuing indefinitely thereafter on the First Wednesday of every month, Fr. Tri will celebrate Mass in the MV Chapel at 10:00 AM. If there are any of you out there who are available on the first Wednesday of the month, and would like to help transport MV residents from their room to the Chapel, please contact Elizabeth Madigan (243-5492), who will provide details. Don't worry about getting lost in the "MV Maze"; we have maps.
6. Speaking of Messiah one more time, the parish office has gotten complaint calls several times in the recent past from MV residents saying they were missed for Communion. I suspect what is happening is this. Many of the residents are very hard of hearing and/or not very mobile, making it difficult for them to answer the door in a timely manner. I suggest the following procedure: (1) Ring the door bell rather than knock; (2) After a short wait, repeat Step 1; (3) If you hear nothing coming from inside the room, try the door knob, and if it opens, stick your head inside and shout (in a controlled manner) the resident's name; (4) If you still hear nothing, since the usual drill calls for leaving behind a parish Bulletin, enter the room while announcing your name and stating why you're there. If the resident is asleep, a reasonable effort can/should be made to try and wake him/her. If all of that fails, leave the Bulletin and hope for better luck next time.
7. OK, I lied. I have to speak about Messiah one more time. When you see "Unable" next to a MV resident's name in the *Communion To The Sick* book, it does not mean we're to bypass the room just because the person is unable to receive Communion. It means that we're supposed to make a pastoral visit, which consists of dropping off a parish Bulletin so family members can see that they have been ministered to recently, and praying an Our Father with them. One of

our EMHC's allows the resident to hold the pyx with the Blessed Sacrament while praying, which I personally think is a good idea.

8. Speaking of communion to the sick once again, it appears that a number of us are taking Communion to fellow-parishioners who are homebound, etc., based on the fact that on occasion the "Messiah Drawer" in the Ministers' Sacristy has a noticeable shortage of pyx. A friendly reminder—taking communion to family, friends, neighbors, etc., who cannot make it to Mass for an extended period of time is permissible, with Monsignor King's approval. What isn't permissible is keeping a pyx at home for an extended period of time. A pyx should be returned to the "Messiah Drawer", after being purified, within 24 hours. With the increase in visits to MV on Wednesdays and the Messiah Apartments on Sundays, there have been times recently when there aren't enough pyx to go around. I personally haven't seen the pyx with the number "3" on the bottom, which should be used for MV Section 3, in several months. So please check your pockets, purses, or favorite places around the home in which pyx are likely to congregate/hide, and return it to the church as soon as possible.
9. Recently one of our Ministers sent me an e-mail asking for days OFF, one which I still have no record of receiving. Which begs the point: If you send me an e-mail and don't hear back in a reasonable period of time (a day or two), please follow up.
10. Some of you have asked what the Minister-In-Charge should do while the Celebrant is reposing the Blessed Sacrament in the tabernacle after Communion. If you're young and can do it, a genuflection when the priest genuflects is never wrong. However, if you're an old goat like me and can't genuflect without holding onto something, a reverent bow is sufficient.
11. This should be obvious, but just in case: Even though we no longer have to retrieve the ciboria from the tabernacle at the start of Communion, we (ultimately, the Minister-In-Charge) still must check the tabernacle and the Offertory table at the back of the church before the start of Mass to ensure an adequate number of ciboria are available. Monsignor/Father will not be checking this.
12. At the Preparation of the Gifts, the Minister-In-Charge should continue the practice of removing and folding Msgr. King's chalice veil and placing it on the credence table. However, it is not necessary to remove the pall or paten from the chalice assembly on the altar. Just remove the veil, and let Monsignor take care of the rest.
13. Note to Ministers-In-Charge (MIC): The changes discussed in Important Procedural Change No. 5 above will undoubtedly cause some confusion for the altar servers until they come familiar with the drill. It is recommended that before every Mass beginning the weekend of October 1-2, and continuing for the next two months or so, the MIC go over the procedure with the servers, answer any questions they may have, and confirm with them who will be the "paten" servers. Assuming we have 5 servers present, the four should be the two "Main" altar servers, the Cross Bearer, and the Candle-Bearer who is sitting closest to the front wall during Mass (since it will be easiest for him/her to get out of the pew at the proper time. There will be a colored "reminder" sheet on the altar server counter in the sacristy with details about the new procedure.

Thank you if you're still reading this far.

Thanks to all who participated in the **40 Hours Devotions**, for Adoration and/or the Closing Service.

Having said that, I am aware of at least three EMHC's who were assigned for Adoration during 40 Hours who failed to show. Due to luck, happenstance, and/or timing, the Blessed Sacrament was not left unattended, but there was no way of knowing that beforehand. There's only one way to say this: That's just not good enough. First of all, I suggest that everyone reading this check the July-September EMHC Schedule to see if you were one of the three affected Ministers, and if you were, to ask yourself what happened. Next, I suggest that all of us do some soul-searching and ask ourselves if we still treat our Apostolate as a "ministry", which by definition involves a certain amount of sacrifice on all our parts, or if it has become little more than an exercise of convenience, one in which attendance at Mass or elsewhere is in direct relationship with whether one has been assigned a Mass time they like, on a day they like, and if no more than three phone calls are required in order to find a sub when needed. I continue to see no-shows almost every week, to the point it approaches the definition of commonplace. I repeat: That's just not good enough.

Please note that the attached Fourth Quarter Schedule goes through the entire December 31-January 1 weekend, to minimize confusion.

Please don't forget the **Parish Adoration Hour for Vocations** from 7:00-8:00 PM on the following Sundays:

OCTOBER 2

NOVEMBER 6

DECEMBER 4

Please check both sides of every page of this Schedule or else you're not going to show up when you're supposed to.

Gene Olinger
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MESSIAH VILLAGE VISITATION SCHEDULE

NOTE—This Schedule marks the first time that one of our newest EMHC’s (marked by an “(N)” below) will be scheduled for a Messiah Village visit.

The “veteran” Minister assigned is asked to take the time to train the new Minister for the entire visit, rather than just visiting one or two residents and then sending them off on their own for the remainder. It would be preferable, but is not mandatory, if this “training session” did not involve the Special Care (Alzheimer’s) Unit.

For the “new” EMHC, if a scheduling conflict occurs and you are not able to go on your scheduled day, please make arrangements to shadow another veteran EMHC on another Sunday or else let me know. Otherwise I will assume that you have been properly trained.

- OCT 2 Joe Golec, Tom Painter, and Joe Powell
- OCT 9 *None*
- OCT 16 LaDawna Clancy, Joe Pivovarnik, and Allen Reeves
- OCT 23 Dolores Kauffman, Mary Rumbaugh, and Joan Moore
- OCT 30 Ken Centazzo, China Garney (N) with Elizabeth Madigan, and Tom Watson

- NOV 6 *None*
- NOV 13 Allen Brumbaugh, Justina Brumbaugh, and Scott Bury (N) with Tom England,
- NOV 20 Arlene Bagin, and Bob Bagin, and Ed Sheehe
- NOV 27 Bobby Cheeka, Colleen Erickson, and Brian Olinger

- DEC 4 John Mizerak, Rob Rumbaugh, and Eileen Strauch
- DEC 11 *None*
- DEC 18 Donna Nebistinsky, Joe Nebistinsky, and Barb Stratis
- DEC 25 *Gene Olinger will cover. If anyone else wants to help, please call*

- JAN 1 Bob Burk, Sue Fletcher, and Alexis Fludovich

THANKSGIVING DAY (NOVEMBER 24, 9:00 AM) MASS SCHEDULE

- * Dave Craugh
- Ken Centazzo
- Brian Downey
- Mike Kinney

NOTE—Fr. Aschenbrenner is expected to concelebrate, so the Minister-In-Charge will have a Communion Cup

HOLY DAY MASS SCHEDULE

VIGIL OF THE SOLEMNITY OF ALL SAINTS—MONDAY, OCTOBER 31, 7:00 PM:

- * Ed Sheehe
- Don DeMartyn
- China Garney
- Allen Reeves
- Barbara Stratis

SOLEMNITY OF ALL SAINTS—TUESDAY, NOVEMBER 1, 9:00 AM:

- * Jeannie Ishman
- Rachel Burk
- Elizabeth Madigan

SOLEMNITY OF ALL SAINTS—TUESDAY, NOVEMBER 1, 7:00 PM:

- * Brian Olinger
- Valerie Acri
- Joe Golec
- Madeline Schmid
- Joe Pivovarnik

HOLY DAY MASS SCHEDULE, CONTINUED

VIGIL OF THE SOLEMNITY OF THE IMMACULATE CONCEPTION— WEDNESDAY, DECEMBER 7, 7:00 PM:

- * Tom Painter
Tom England
Colleen Erickson
Marian Fulcomer
Regina Mowery

SOLEMNITY OF THE IMMACULATE CONCEPTION— THURSDAY, DECEMBER 8, 9:00 AM:

- * Madeline Schmid
Rachel Burk
Don Wargo

SOLEMNITY OF THE IMMACULATE CONCEPTION— THURSDAY, DECEMBER 8, 7:00 PM:

- * Lynn DeMartyn
Sam Cost
Bob Myers
Cheryl Myers
Rita Shurilla
