

3 May 2010

Dear Extraordinary Ministers and Readers:

I would like to take this opportunity to thank you all for your continual dedication of service to our Parish Community of Our Lady of the Angels; volunteers like you are the reason that our Parish is able to operate the way it does.

There are a few things that I would like to clarify as we move forward together:

- Each Mass has a certain number of scheduled Extraordinary Ministers. We currently observe the following format:
 - **Saturday 4:00PM SJC** 3 Precious Body ministers (incl. Presider & BM)
3 Precious Blood ministers (incl. deacon & CM)
 - **Saturday 6:30PM SJC** 2 Precious Body ministers (incl. Presider)
2 Precious Blood ministers
 - **Sunday 9:00AM SJC** 1 Precious Body minister (Presider)
2 Precious Blood ministers
 - **Sunday 9:30AM ICC** 2 Precious Body ministers (incl. Presider), **plus BM when choir present**
4 Precious Blood ministers (incl. deacon) **plus CM when choir present**
 - **Sunday 11:00AM SJC** 3 Precious Body ministers (incl. Presider & BM)
3 Precious Blood ministers (incl. deacon & CM)
 - **Sunday 12:00PM ICC** 2 Precious Body ministers (incl. Presider)
4 Precious Blood ministers (incl. deacon)

The BM and the CM are scheduled to minister **both** to the disabled in the congregation and to go up to the choir loft and minister to the choir / cantor / organist. Ordinarily, at the **9:30 AM ICC Mass**, there is no BM and no CM, since the disabled in the community are ministered to by the scheduled Extraordinary Ministers. Also, at the **9:30 AM ICC Mass**, the scheduled bread minister (not the Presider) is to go the **break, in front of the baptismal font**. Likewise, two of the cup ministers (not the deacon) are to go to the **break**, one at either side of the church.

- The schedule will be distributed quarterly one month before it goes into effect. It will then be available online in PDF format at olatrenton05.org under the Liturgical Schedule heading.
- If you will be unavailable to serve for an extended period of time due to illness or vacation, or if there are any particular concerns with the schedule process or the schedule itself, please contact me at your earliest convenience so I may be aware as I work on the next quarter's schedule. My number here at the Parish Office is (609) 695 6089, ext. 106.
- If you can not make a Mass you are scheduled for, it is your responsibility to find a substitute.

- Please be at least 15 minutes early for the scheduled start of Mass.
- If you are attending Mass at which you are not scheduled, please check in with the staff member in the event that additional ministers are needed.

Thank you all for your understanding and cooperation in these matters. I am excited and honored to be serving this Parish and look forward to continuing in its service with your help and support.

Faithfully,

Fred D. Proulx
Coordinator of Worship and Music