



ST. JOSEPH CHURCH

November 16, 2011

Dear Liturgical Minister –

Besides providing a new Eucharistic Minister and Lector schedule, which is attached, there are a number of things that are important I mention to you.

To begin, as we continue to expand our knowledge of our scheduler program, we have added more features. One of these is an automatic email reminder, which will generate a notice to each scheduled minister when their assigned date is coming up. I hope that you will find this helpful, as some other parishes are utilizing this feature.

With your approval, we have included email addresses on the attached roster that may assist you in finding substitutes when you are unable to attend your scheduled date. **It is the responsibility of each minister to find a replacement for any absence.**

Since we will begin a new liturgical year on the 1st Sunday of Advent, new Lector workbooks have been available for pick-up in the servers' sacristy. The lectionary is for "Year B". Please place your initials on the Lector register located next to the new workbooks.

Not listed on the schedule is our need for Eucharistic Ministers and Lectors for two upcoming Holy Days – The Immaculate Conception and Christmas. For the **Immaculate Conception**, we will have two liturgies: **Wednesday, December 7th at 5:00 p.m.** and **Thursday, December 8th at 7:00 p.m.** For **Christmas** we will have seven Masses: **Christmas Eve, Saturday, December 24th at 4:00, 6:30, 8:30, 11:00 p.m.** and **Christmas Day, Sunday, December 25th at 9:00, 10:30 a.m., 12:00 p.m.** *Please contact me if you would like to sign up for any of these liturgies, as I would like to be able to fill these positions via email or phone call* (jdenyer@stjoesylvania.org or 885-5791 ext. 230).

You may also note that lectors are not scheduled for January 29th at 10:30 or February 4th at 4:30 due to Catholic Schools' Week. These roles will be filled by students.

Finally, we will be holding Eucharistic Minister and Lector meetings in January for **ALL** liturgical ministers and those who serve the homebound and health/extended care facilities. Further information and dates will be forthcoming.

Please feel free to contact me with any questions or concerns you may have. On behalf of the pastoral staff of St. Joseph Parish, we thank you for the service that you do and the commitment that you have made to this ministry.

God's peace to you,

Joanne Denyer
Pastoral Associate