

LAY MINISTER SCHEDULE

June 30 – September 30, 2018

The new Lay Minister Schedule covers a three-month period, with 13 scheduled weekends and Labor Day weekend when volunteers are asked on that weekend to sign up in the meeting room. The dates you are scheduled to serve are also included in the row with your name in each of the rosters.

Altar Servers - Please remember to put your scheduled dates on your calendar at home so you don't forget and so your parents can plan to get you to St. Mary's to fulfill your commitment. This also keeps the deacons from looking for altar servers at the last minute.

LECTORS are not scheduled in the attached schedule. Please check your email for information about lector scheduling.

Greeters / Altar Servers / Lectors - Remember to update your contact information with the parish office whenever you have a change of phone number or e-mail address. Having up-to-date contact information is important so that if you are unable to serve at a Mass for which you are scheduled you can use an accurate Lay Minister roster to **find a substitute.**

Signing-In - there is a Lay Minister Sign-in Notebook in Meeting Room A, each time you are scheduled to serve or *are substituting* for another scheduled Lay Minister please remember to sign into this notebook. We need **ALL GREETERS, ALTAR SERVERS, & LECTORS** to **sign in before each Mass.** Thank you for your help.

ALSO: IF YOU ARE ABLE, PLEASE CHECK THE SIGN-UP SHEETS IN THE MEETING ROOM WHEN YOU ATTEND WEEKEND MASS TO SEE IF SOMEONE MAY NOT HAVE SHOWN UP AND A SUBSTITUTE IS NEEDED.

Please note: As you were previously notified, the scheduler was asked to not schedule servers at a mass from only one family, the reason being that if that family is unable to come that day, there are no servers for that mass. Thank you for your understanding regarding this.