

## WEEKEND MASSES

### Sacristan Duties

Be at Church at least 20 minutes before Mass begins. This will ensure that your duties are done in a reflective and reverent manner and not hurried to possibly forget something.

Turn on all the lights in the church. Turn on the sound. Open the Tabernacle to check the hosts. Remind servers to light the candles.

Preparing the Bread and Wine:

\*\* The hosts and wine are kept in the lower cupboard to the left of the sink.

### BEFORE THE LITURGY

#### **CREDESCENCE TABLE: On the side wall of the sanctuary**

##### **5:15 P.M. Mass**

4 gold chalices

4 small gold plates with hosts place in them (one with larger host on top for gift table)

1 cruet half filled with water

Lavabo dish for hand washing – ¼ full of warm water

1 wash cloth

5 purificators

Father's Chalice

##### **9:00 A.M. Mass**

6 gold chalices

4 small gold plates with hosts placed in them (one with larger host on top for gift table)

1 cruet half filled with water

Lavabo dish for hand washing – ¼ full of warm water

1 wash cloth

7 purificators

Father's Chalice

##### **11:00 A.M. Mass**

2 gold chalices

1 cruet half filled with water

Lavabo dish for hand washing – ¼ full of warm water

1 wash cloth

3 purificators

Father's Chalice

#### **GIFT TABLE: in the center aisle of the church**

##### **5:15 Mass – 250 hosts**

Glass decanter with wine

One gold plate with hosts and 1 large host

##### **9:00 Mass – 350 hosts**

Glass decanter with wine

One gold plate with hosts and 1 large host

##### **11:00 Mass**

Glass decanter with little wine

Small gold plate with 100 hosts and 1 large host

\*\* Remain in the sacristy until lectors, servers are ready – Father Kurt likes to do a prayer together before Mass begins.

## AFTER THE LITURGY

The left sink is the Sacramentarium. The water drains to a dry well under the church. This well can only handle a small amount of water each day. DO NOT use soap in the left sink. Only wash the vessels in the right sink.

### \*\* BE EXTREMELY CAREFUL WITH THE VESSELS

\*\* Soiled linens should be placed in the red mesh bag in the cupboard where the hosts and wine are kept, bottom shelf.

- 1) The vessels should be sprayed with the disinfectant in the cupboard below the sink and washed in hot water.
- 2) Dry them with a clean towel or paper towel and place in the cupboard.
- 3) Wipe down the Sacristy countertops.
- 4) Make sure that the altar servers have extinguished candles.
- 5) Turn the sound system off.
- 6) Turn the lights off.
- 7) Check that the Tabernacle key has been returned.

THANK YOU!

### REMEMBER:

\*\* Put the Tabernacle key away after Mass.

\*\* Consecrated wine cannot be reserved in the Tabernacle. The amount you set out must be consumed after Communion.

\*\* Make sure that the servers have put out the altar candles.