



15 July 2011

Dear Extraordinary Minister of Holy Communion,

Summer greetings! I hope this email finds you enjoying the grace and beauty of these summer days. As you may have already noticed, since July 1 there have been some minor changes in the procedure during Communion, both on the weekends and week days. The changes have been made at the request of Msgr. Chuck Kosanke and are in keeping with the *General Instruction of the Roman Missal*. The weekend changes are detailed in the following pages, but in summary they include:

- Leader positions (**L3** and **L4**) receive Communion from the Presider (**P**)
- All EMOHCs, Lectors & Servers receive Communion *after* the Presider and Deacon (**D**) receive
- Servers stand/kneel on the sacristy side of the sanctuary
- Lectors stand/kneel on the choir side of the sanctuary (this is not a change)
- When the Deacon is present, **L3**, holding the pyx, goes to the back of the church to distribute Communion to those who are unable to come forward
- When the Deacon is not present, **MC** distributes Communion at the rear of the church
- All Ministers of the Cup return the cup to the side table (credence table) on the sacristy side where they will be purified by the **P** or **D**
- All Ministers of the Body return ciboria to the altar as usual

Please take time to review the following pages to familiarize yourself with the new procedures which outline the various situations: when a Deacon is present versus when a Deacon is not present; when Communion is offered under both species rather than one.

Though some of the changes have already been implemented, all the changes detailed below will be implemented on the weekend of July 23/24 at all the Masses.

Thank you for your patience and your cooperation as the changes are implemented. Please do not hesitate to contact me if you have any questions.

Blessings,

Mary Von Koss, MAPM
Pastoral Associate

Mass with Precious Body and Blood of Christ (Saturday 5pm and Sunday 10am)
Situation #1 – Deacon present

1. Prior to Mass, **MC** ensures sufficient number of hosts in the pyx
Pyx brought with large Ciborium from tabernacle to altar during *Sign of Peace*
2. Presider (**P**) and Deacon (**D**) receive
3. **P** gives Body then Blood to **L3** and **L4**
4. **P** gives Body to **6A-5A** + Servers
D gives Body to **1A-3A** + Lectors
5. Leaders follow behind **P** and **D** with cups
L4 gives Blood to **6A-5A**, leaves cup w/**5A** who offers to Servers
L3 gives Blood to **1A-3A**, leaves cup w/**3A** who offers to Lectors
6. **P** and **D** return to altar and distribute Ciboria (**P** to 5 & 6, and **D** to 1 & 2) then return to altar for their own Ciboria
7. **L4** returns to altar and distribute Cups to **6A** and self
L3 returns to altar and distribute Cups to **1A** and **2A**, then return to altar for pyx
8. All leave sanctuary per usual with **L3** distributing communion at rear of nave
9. After distribution, all ministers of the Host return ciboria to the altar
After distribution, all ministers of the Cup return cups to the side table (credence) on the sacristy side
10. **P** purifies ciboria and chalice at altar
D purifies cups at credence table
11. All ministers wait until ciborium and pyx are returned to the tabernacle before returning to their pews

Mass with Precious Body and Blood of Christ (Saturday 5pm and Sunday 10am)

Situation #2 – No Deacon present

1. Prior to Mass, **MC** ensures sufficient number of hosts in the pyx
Pyx brought with large Ciborium from tabernacle to altar during *Sign of Peace*
2. Presider (**P**) receives
3. **P** gives Body then Blood to **L3** and **L4** [and **MC**]
4. **P** gives Body to **6A-5A** + Servers
MC gives Body to **1A-3A** + Lectors
5. Leaders follow behind **P** and **MC** with cups
L4 gives Blood to **6A-5A**, leaves cup w/**5A** who offers to Servers
L3 gives Blood to **1A-3A**, leaves cup w/**3A** who offers to Lectors
6. **P** and **MC** return to altar and distribute Ciboria (**P** to 5 & 6, and **MC** to 1 & 2)
P returns to altar for own Ciboria
MC returns to altar for pyx
7. **L4** returns to altar and distribute Cups to **6A** and self
L3 returns to altar and distribute Cups to **1A** and **2A**, then return to altar for own ciboria
8. All leave sanctuary per usual with **MC** distributing communion at rear of nave
9. After distribution, all ministers of the Host return ciboria to the altar
After distribution, all ministers of the Cup return cups to the side table (credence) on the sacristy side
10. **P** purifies ciboria and chalice at altar (**P** will purify cups in lower sacristy immediately after Mass)
11. All ministers wait until ciborium and pyx are returned to the tabernacle before returning to their pews

Mass with Precious Body of Christ Only (Sunday 8am, 12pm, 5pm)

Situation #1 – Deacon present

Traditional L3 position stands at the side next to 1 and 2

MC stands with servers

1. Prior to Mass, **MC** ensures sufficient number of hosts in the pyx
Pyx brought with large Ciborium from tabernacle to altar during *Sign of Peace*
2. Presider (**P**) and Deacon (**D**) receive
3. **P** gives Body to **5** and **6** + Servers
D gives Body to **1, 2** and **3** + Lectors
4. **P** and **D** return to altar and distribute Ciboria (**P** to 5 & 6, and **D** to 1 & 2) then return to altar for their own Ciboria
5. All leave sanctuary per usual with **L3** distributing communion at rear of nave
6. After distribution, all ministers of the Host return ciboria to the altar
7. **P** purifies ciboria and chalice at altar
8. All ministers wait until ciborium and pyx are returned to the tabernacle before returning to their pews

Mass with Precious Body of Christ Only (Sunday 8am, 12pm, 5pm)

Situation #2 – No Deacon present

MC stands with servers

1. Prior to Mass, **MC** ensures sufficient number of hosts in the pyx
Pyx brought with large Ciborium from tabernacle to altar during *Sign of Peace*
2. Presider (**P**) receives
3. **P** gives Body to **L3**
4. **P** gives Body to **5** and **6** + **MC** + Servers
L3 gives Body to **1** and **2** + Lectors
5. **P** and **L3** return to altar and distribute Ciboria and pyx (**P** to 5, 6 & MC, and **L3** to 1 & 2)
then return to altar for their own Ciboria
6. All leave sanctuary per usual with **MC** distributing communion at rear of nave
7. After distribution, all ministers of the Host return ciboria to the altar
8. **P** purifies ciboria and chalice at altar
9. All ministers wait until ciborium and pyx are returned to the tabernacle before returning to their pews