

May 28, 2010

Dear Liturgical Ministers:

Please see the attached Master Schedule for June 13 to September 26th.

The new look is courtesy of the scheduling software we are using. We hope you find it easy to read and use. This is a default report that comes out automatically, so it is MUCH easier to prepare! ☺

- There is no “sign in box”, please initial next to your name when you arrive @ Mass, so the Sacristan knows you are present.
- The Priest Bread position is not listed due, but of course will serve as the primary bread at every Mass. ☺
- The readings are shown in *italics* under the main date heading at the top of the page.
- Any special items for each Mass are also noted in **bold underline** for all (3) Masses, or if there is a particular special event (such as a baptism) it will be noted next to the specific Mass.

We are continuing to learn the functions of the scheduling program. If you don't think your “parameters” are input correctly, please let us know.

We look forward to grow with the scheduling program and appreciate your patience and comments during the “learning curve”. Please feel free to share and suggestions or concerns with us.

Thank you for your continued dedication and service to our St. Benedict Parish.

Sincerely,

Heidi Westling and Judy Webb
Schedulers