

# ST. ANNE'S ROMAN CATHOLIC CHURCH

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## SACRISTY MONTHLY SCHEDULE - rev: June 2025

| SATURDAY                                                                                                 |                                                                                     |                                                                                                                                                                                                                                                                  | SUNDAY |                                                                                                          |                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1                                                                                                        |    | <b>1<sup>st</sup> Saturday</b><br><b>Claire McCormick</b><br>780-674-4762<br><a href="mailto:mcgaryg@hotmail.com">mcgaryg@hotmail.com</a> <ul style="list-style-type: none"> <li>• Set up before Mass</li> <li>• Clean up after Mass</li> </ul>                  | 1      | <b>First Sunday</b><br> | <b>SACRISTAN:</b><br><b>Yvonne Fluet</b><br>780-674-3467 <ul style="list-style-type: none"> <li>• HOT wash ALL vessels after Mass</li> <li>• Set up before Mass</li> <li>• Clean up after Mass</li> <li>• Trains/assists volunteers</li> </ul>                                                  |
| 2                                                                                                        |    | <b>2<sup>nd</sup> Saturday</b><br><b>Alfredo Cay</b><br>C:587-222-0180<br>H:780 674 5290<br><a href="mailto:alfredocay@yahoo.com">alfredocay@yahoo.com</a> <ul style="list-style-type: none"> <li>• Set up before Mass</li> <li>• Clean up after Mass</li> </ul> | 2      |                         | <b>2<sup>nd</sup> Sunday</b><br><b>Alex Marinutti</b><br><b>780-232-8090</b><br><a href="mailto:AMarinutti@gmail.com">AMarinutti@gmail.com</a> <ul style="list-style-type: none"> <li>• Set up before Mass</li> <li>• Clean up after Mass</li> </ul>                                            |
| 3                                                                                                        |   | <b>3<sup>rd</sup> Saturday</b><br><b>Jemy Prociuk</b><br>780-584-3854<br><a href="mailto:jmnprociuk@gamil.com">jmnprociuk@gamil.com</a> <ul style="list-style-type: none"> <li>• Set up before Mass</li> <li>• Clean up after Mass</li> </ul>                    | 3      |                       | <b>3<sup>rd</sup> Sunday</b><br><b>Howard Ostrum</b><br>780-282- 0326 <ul style="list-style-type: none"> <li>• Set up before Mass</li> <li>• Clean up after Mass</li> </ul>                                                                                                                     |
| 4                                                                                                        |  | <b>4<sup>th</sup> Saturday</b><br><b>Leonard Hein</b><br>780-674-3943<br><a href="mailto:hein3943@telus.net">hein3943@telus.net</a> <ul style="list-style-type: none"> <li>• Set up before Mass</li> <li>• Clean up after Mass</li> </ul>                        | 4      |                      | <b>4<sup>th</sup> Sunday</b><br><b>Sharon Boser</b><br><b>Cell # 780 305 1188</b><br><b>E: <a href="mailto:sharmerb63@gmail.com">sharmerb63@gmail.com</a></b>                                                                                                                                   |
| 5                                                                                                        |  | <b>5<sup>th</sup> Saturday</b><br><b>Howard Ostrum</b><br>780-282- 0326 <ul style="list-style-type: none"> <li>• Set up before Mass</li> <li>• Clean up after Mass</li> </ul> <b>(March, May, Aug, Nov)</b>                                                      | 5      |                      | <b>5<sup>th</sup> Sunday &amp; Substitute</b><br><b>Lorne Zallas</b><br>780-584-2687<br><a href="mailto:eaglesnest@zalclan.com">eaglesnest@zalclan.com</a> <ul style="list-style-type: none"> <li>• Set up before Mass</li> <li>• Clean up after Mass</li> </ul> <b>(March, June, Aug, Nov)</b> |
| *If unable to attend on their scheduled week, volunteers must find a replacement or contact Yvonne Fluet |                                                                                     |                                                                                                                                                                                                                                                                  |        |                                                                                                          |                                                                                                                                                                                                                                                                                                 |
| <p style="text-align: center;"><i>Thank you for volunteering<br/>in our parish!</i></p>                  |                                                                                     |                                                                                                                                                                                                                                                                  |        |                                                                                                          |                                                                                                                                                                                                                                                                                                 |

## SET-UP FOR SATURDAY EVENING MASS

### 1. Preparing the Credence Table & Gift Table for Mass

|                                                                                     |                                                                                                                                                                                                                                                                                                     |                                                                                      |
|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
|    | <p>a. Fill a ciborium with regular hosts (left) from a box in Cupboard C. One sleeve is sufficient for Saturday evening Mass.</p> <p>b. Take one large host (right) for the main chalice.</p>                                                                                                       |   |
|    | <p>c. Place jar of gluten-free hosts and tweezers next to gold pyx for placement on Gift table.</p> <p>d. Place the glass jar of extra hosts on the communion table in case they are needed.</p>                                                                                                    |   |
|    | <p>e. Dress the main chalice in 4 layers: a purificator with sides hanging evenly from mouth of chalice, the gold paten, a large communion host, the white plastic pall with red cross in the centre, and a folded corporal on top.</p> <p>f. Cover secondary chalices with linen-covered pall.</p> |   |
|    | <p>g. Add water to the water cruet and lavabo pitcher.</p> <p>h. Using the funnel, pour wine from the jug into the wine cruet. Put funnel in small glass to catch drips before putting away.</p>                                                                                                    |   |
|   | i. Now place all items on the appropriate table.                                                                                                                                                                                                                                                    |  |
|  | j. Place the Tabernacle key container on the shelf under the tabernacle.                                                                                                                                                                                                                            |                                                                                      |

### 2. Credence Table & Gift Table for Saturday Evening Mass

|                                                                                     |                                                                                                                                                                                                                                                                                                                                                |                                                                                       |
|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
|  | <p>Gather 2 chalices (small gold + gold &amp; white ones), the larger paten, 1 pall, 1 corporal, 1 ciborium, water &amp; wine cruets + base, 4 purificators (for chalice &amp; 3 Eucharistic Ministers), the lavabo bowl, pitcher, and 1 finger towel, 2 communion patens (with handles), gluten-free pyx, gluten-free hosts and tweezers.</p> |  |
|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|

### **3. Clean-up after Mass**

- a. Return all vessels to the sacristy. Use the funnel to pour leftover wine into the wine jug. Pour unused water into the water pitcher on the sanctuary counter. Pour water from the lavabo dish outside where no one will walk on it. Rinse wine cruet and funnel.
- b. Return metal & glass vessels to the cupboard and counter. Store metal patens in red cases.
- c. Leave clean purificators, corporals & finger towels with their vessel for use on Sunday. Place dirty linen in the white laundry bag (hanging under Sacristy counter) for cleaning.
- d. Return the Gold Gospel Lectionary to its cover in the closet in the Adoration room.
- e. Put envelopes/cash/change from the Offering basket in a Ziploc bag, and give it to Fr. Johnny to place in the vault after weekend Mass.
- f. Vacuum any debris in the altar area so that this area is clean for the next Mass.

### **SET-UP FOR SUNDAY MASS**

Gather the following on the credence table:

- 3 chalices (2 small gold ones + gold-white one)
- the larger paten
- 1 pall
- 1 corporal
- 2 ciboria
- water & wine cruets + glass base
- 6 purificators (for chalice & 3 Eucharistic Ministers)
- the lavabo bowl
- pitcher
- 1 finger towel
- 3 communion patens (with handles) with felt covers
- gluten-free pyx, gluten-free hosts, and tweezers