

2009-10 EVENTS and MUSIC

ST. JUSTIN'S - SCHEDULE OF EVENTS WITH MUSIC (excluding Christmas, Easter and regular practices)

Directors, please confirm your availability (choir name in red). (Dates and assignments may be amended from time to time).

RED IS UNCONFIRMED - also, volunteers needed for any event with an empty green block.

2009-2010	Choir	Notes
Sep '09		
Mon Sep 07/09 10:00 AM	Contemporary (Carols)	Labor Day Holiday Monday - Blessing of Human Labor - (No mass in 2008 or 2009).
Sun Sep 13/09 7:00 PM	Folk Quartette Lead - All invited	Practice for Mass of St. Thérèse
Sun Sep 20		Start of Children's Liturgy - Start singing 'Children of the Light' at <u>Sunday</u> masses.
Sun Sep 27/09 7:00 PM	Folk Quartette Lead - All invited	Practice for Mass of St. Thérèse
Sep 30		The Director of Music to review spending vs budget. Identify problems and take corrective steps.
Sep 30	Choir Directors	Budget Cutoff: Final date for choir directors to suggest items they want in next years budget.
Oct '09		
Oct 01	Choir Directors	Christmas and Easter Schedule Directors bring forward any requested changes to the Christmas Schedule.
Oct 08		Finalize Christmas schedules. (For hall assignments, consider choirs that require only a basic PA, or who agree to bring their own piano's, drums etc.). Advise Liturgy committee of choir assignments
Thu Oct 01/09 7:00 PM	Folk Quartette Lead - All invited	Mass of St. Thérèse
Sun Oct 11		Thanksgiving Weekend May be a baptism during any mass.
Mon Oct 12/09 10:00 AM	Contemporary (Carols)	Thanksgiving Holiday Monday Mass - Harvest Blessing.
Oct 27		Director of Music to submit draft budget, for next year, to finance on behalf of all choirs.
Nov '09		
Sun Nov 01		Daylight Savings Time Ends first Sunday in November - (Fall Back)
Nov 01		The Director of Music is to oversee and follow up on all planning, coordination and execution of activities for choir 'Events with Music' in the hall.
Nov 01	Choir Directors	Keys: Choir Directors are to ensure they arrange with the office for any necessary keys at least one month ahead, eg. Entrance to hall, audio room, audio closet, etc.
Nov 01	Choir Directors	Church and Hall Overhead Transparency Coordination: Choir leaders assigned to simultaneous church and hall masses are to compare music schedules and request any needed duplicate overhead transparencies from the 'Overhead Transparency Coordinator' at least one month prior to Easter.
Nov 01	Choir Directors	Hall Piano: Piano rental, delivery and pickup must be arranged a month early. Choir Directors to cover delivery and pickup times as office staff are not available to open the hall for deliveries or pickup. All costs to be approved by the Director of Music prior to commitment. <i>The piano is not to be removed from the church.</i>
Nov 01	Choir Directors	Church and Hall Equipment Coordination: Choir leaders assigned to the hall are to coordinate equipment pickup and return times with those leaders assigned to the church, e.g. don't move drums or D/I boxes a few days early, or leave them in the hall when other choirs will be needing them. <i>All equipment and removal times must be pre-approved by the Director of Music, and must be returned immediately after use.</i>
Nov 07	Liturgy Committee Coordinator	Distribute Christmas liturgy details to the appropriate Choir Directors. (Usually a 8-10 pages: order of the service, what is said and by whom). Ensure it includes music info, e.g. when to start, stop, if anyone will be speaking during the music, etc. Highlight any changes from the previous year, e.g. incantations, etc.
Sat Nov 07		Remembrance Day Weekend - Sing 'O Canada'. Note-May use 'Last Post' recording at start. (Tapes is U.S.)
Sun Nov 08		Remembrance Day Weekend - Sing 'O Canada'. Note-May use 'Last Post' recording at start. (Tapes is U.S.)
Sat Nov 14 - 9:30 AM	Contemporary (Carols)	FIRST RECONCILIATION (9:30-11:30) - 1 guitar and 1 vocalist would do (new time in 2009)
Sun Nov 15		Children's Liturgy - Sunday 8:30 and 11:00 (Children involved in various ministries: greet, reads etc.)
Sun Nov 22		Music: End of Liturgical Year - Cycle 'B' (Christ The King Sunday)
Sat Nov 28		Equipment check in preparation for Christmas.
Sat Nov 28 - 5:00 PM		Regular Mass + R.C.I.A. Rite of Acceptance - Saturday 5:00 Mass (Theme: 'You Are Mine' as the processional if possible, as they leave before the homily) - Suggestions: Here I Am Lord, Path Of Life) - always use music from Cycle 'A')
Sat Nov 28		Advent - 1st Sunday - Music: Start of Liturgical Year - Cycle 'C'
Dec '09		
September		The Director of Music to review spending vs budget. Identify problems and take corrective steps.
Sun Dec 06		Advent - 2nd Sunday
Mon Dec 07 - 7:00 PM	Dan O'Brien	Parish Annual Memorial Celebration - Song suggestions: Carols [2008: 'Star' Theme: Path of Life - Grieving thru the Holidays] (Sometimes referred to as 'Blue Christmas')
Tue Dec 08 - 7:00 P.M.	Traditional	Feast of the Immaculate Conception
Wed Dec 09 - 8:00 PM	G&P	Bereaved Families Service (not a mass, all denominations, 1 or 2 songs like 'Isaiah 49' or 'Eagles Wings') (Normally G&P)
Dec 10		Order rental equipment from J. Bellone's Music (earliest order date is 2 weeks prior), Plumb's Piano
Sun Dec 13		Advent - 3rd Sunday - ROSE SUNDAY - more upbeat, be prepared to sing the Gloria
Thu Dec 17 - 7:00 PM	Folk Quartette	COMMUNAL RECONCILIATION - ADVENT: 1 guitar/organ and 1 vocalist would do (2 hours - if guitar, 2 would be best). Music: Entrance procession is sung. Then at end, soft music for 60-90 minutes, until confessions have finished.
Sun Dec 20		Advent - 4th Sunday
Dec 23 - 7:00 P.M.		Set up Hall Sound System (2.5 hours) - see Hall Sound System web notes. (Overhead proj, piano, drums)
Dec 24 - 3:00 P.M.		Finalize Hall Sound Setup
Thu Dec 24		Christmas Eve - see 'Christmas and Easter Schedule'
Fri Dec 25		Christmas Day - see 'Christmas and Easter Schedule'
Dec 26		Pack up Hall Sound System (2 - 2.5 hours)
Thu Dec 31 - 5:00 PM		New Years Eve - see 'Christmas and Easter Schedule'
Jan '10		
Fri Jan 01		New Years Day - see 'Christmas and Easter Schedule'
Sun Jan 10		Feast of the Baptism of the Lord - End of Christmas season music - sing a baptismal song. (May be a baptism during any mass.)
Sat Jan 23 - 5:00 PM		Confirmation - Mass of Welcome (not the sacrament of Confirmation) is Saturday 5:00 p.m.mass
Sun Jan 24 - 11:00 AM		Confirmation - Mass of Welcome (not the sacrament of Confirmation) is Sunday 11:00 a.m. mass
Sat Jan 30 - 5:00 PM		Regular Mass - 'Presentation of the Lord (Feb 2)' - Blessing of the Eucharist and Candles (eg. Trad, Fri Feb 07)
Feb '10		
Feb 01	Choir Directors	Christmas and Easter Schedule Directors to bring forward any requested changes to the Easter Schedule
Feb 01		Finalize Easter schedules. (For hall assignments, consider choirs that require only a basic PA, or who agree to bring their own piano's, drums etc.). Advise Liturgy committee of choir assignments
Sun Feb 07		All masses: World Day of the Sick [2010 - NO anointing at end of mass and so no additional songs of vocal or instrumental music.]
Wed Feb 17 - 7:00 PM	Trad	Ash Wednesday (normally Traditional Choir)
Sat Feb 20		1st Sat/Sun of Lent
Sat Feb 20 - 5:00 PM		Marriage Preparation - End of Weekend - Suggestions - I Give You Me, Companions on The Journey, etc.
Sun Feb 21 - 11:00 AM		Lent - RCIA - Rite of Election - (Theme: 'You Are Mine' as the processional if possible, as they leave before the homily) - Suggestions: Here I Am Lord, Path Of Life) - always use music from Cycle 'A')
Sun Feb 28		2nd Sunday of Lent
Mar '10		
Mar 01		The Director of Music is to oversee and follow up on all planning, coordination and execution of activities for choir 'Events with Music' in the hall.
Mar 01	Choir Directors	Keys: Choir Directors are to ensure they arrange with the office for any necessary keys at least one month ahead, eg. Entrance to hall, audio room, audio closet, etc.
Mar 01	Choir Directors	Church and Hall Overhead Transparency Coordination: Choir leaders assigned to simultaneous church and hall masses are to compare music schedules and request any needed duplicate overhead transparencies from the 'Overhead Transparency Coordinator' at least one month prior to Easter.
Mar 01	Choir Directors	Hall Piano: Piano rental, delivery and pickup must be arranged a month early. Choir Directors to cover delivery and pickup times as office staff are not available to open the hall for deliveries or pickup. All costs to be approved by the Director of Music prior to commitment. <i>The piano is not to be removed from the church.</i>
Mar 01	Choir Directors	Church and Hall Equipment Coordination: Choir leaders assigned to the hall are to coordinate equipment pickup and return times with those leaders assigned to the church, e.g. don't move drums or D/I boxes a few days early, or leave them in the hall when other choirs will be needing them. <i>All equipment and removal times must be pre-approved by the Director of Music, and must be returned immediately after use.</i>
Mar 07	Liturgy Committee Coordinator	Distribute Easter liturgy details to the appropriate Choir Directors. (Usually a 8-10 pages: order of the service, what is said and by whom). Ensure it includes music info, e.g. when to start, stop, if anyone will be speaking during the music, etc. Highlight any changes from the previous year, e.g. incantations, etc.
Sun Mar 07		3rd Sunday of Lent
Sun Mar 07 - 8:30 AM		Lent - RCIA - 1st Scrutiny - Rite of Water -(Theme: 'You Are Mine' as the processional if possible, as they leave before the homily) - Suggestions: Here I Am Lord, Path Of Life) - always use music from Cycle 'A')
Wed Mar 10 - 7:00 PM	Dan O'Brien	COMMUNAL RECONCILIATION CELEBRATION LENT - 1 guitar and 1 vocalist would do (2 hours - if guitar, 2 would be better) Music: Entrance procession is sung. Then at end, soft music for 60-90 minutes, until confessions have finished.

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Sun Mar 14		4th Sunday of Lent
Sun Mar 14		Daylight Savings Time Starts - Spring forward (don't be late for mass)
Mar 14	Equipment	Order rental equipment from J. Bellone's Music (earliest order date is 2 weeks prior). Plumb's Piano
Sun Mar 14 - 11:00 AM	ly	Lent - RCIA - 2nd Scrutiny - Rite of Light - (Theme: 'You Are Mine' as the processional if possible, as they leave before the homily)- Suggestions: Here I Am Lord, Path Of Life) - always use music from Cycle 'A')
Mon Mar 15	ly	March Break starts
Fri Mar 19	ly	March Break ends
Sat Mar 20 - 5:00 PM	ly	Lent - RCIA - 3rd Scrutiny - Rite of Life - (Theme: 'You Are Mine' as the processional if possible, as they leave before the homily)- Suggestions: Here I Am Lord, Path Of Life) - always use music from Cycle 'A')
Sat Mar 20	ly	Order rental equipment from J. Bellone's Music (earliest order date is 2 weeks prior)
Sun Mar 21	ly	5th Sunday of Lent
Sat Mar 27	Equipment	Equipment check in preparation for Easter.
Sat Mar 27 - 5:00 PM	ly	Regular Mass and conclusion of weekend retreat for those being confirmed
Sun Mar 28	ly	Palm Sunday - HOLY WEEK BEGINS - opening prayer in Narthex - Processional song is Hosanna
Wed Mar 31	ly	Holy Week - Tenebrae Celebration - Fyl - music is NOT required.
Apr ' 10		
Thu Apr 01	Christmas and Easter Schedule	Holy Thursday - see section re Christmas and Easter scheduling
Fri Apr 02	Christmas and Easter Schedule	Good Friday - Children's 11:00 a.m. Non-Eucharist Morning Service - see Xmas and Easter sched.
Fri Apr 02	Christmas and Easter Schedule	Good Friday - 3:00 pm Solemn Afternoon Service - see section re Christmas and Easter scheduling
Sat Apr 03	Equipment	Set up Hall Sound System (2.5 hours) - see Hall Sound System web notes. (Overhead proj, piano, drums)
Sat Apr 03 - 5:00 PM	no mass	Regularly Scheduled Saturday 5:00 p.m. mass cancelled during Triduum.
Sat Apr 03	Equipment	Wireless mic at main entrance Readers lecturn. Put Receiver by the ambo & turn on chan. 18 (top board).
Sat Apr 03	Christmas and Easter Schedule	Easter Vigil (See the Christmas and Easter schedule for Choir assignments and mass times.)
Sat Apr 03	Christmas and Easter Schedule	Easter Vigil - R.C.I.A. Rites -- Get details from Parish team
Sat Apr 03	Christmas and Easter Schedule	Easter Vigil - May be a Baptism
Sat Apr 03	Equipment	Move wireless mic to altar in hall for Easter Sunday masses.
Sun Apr 04	Christmas and Easter Schedule	Easter Sunday (See the Christmas and Easter schedule for special start times.)
Sun Apr 04	Christmas and Easter Schedule	Easter Sunday - May be a Baptism
Sun Apr 04	Equipment	Pack up Hall Sound System (2 - 2.5 hours)
Tue Apr 20 - 7:00 PM	G&P	CONFIRMATION - Sacrament with Bishop Fabro (Normally G&P choir)
Tue Apr 27 - 7:00 PM	Trad	RCIA Mass - Commissioning Rites - (Theme: 'You Are Mine' as the processional if possible) - Suggestions: Here I Am Lord, Path Of Life) - always use music from Cycle 'A')
May ' 10		
Wed May 05 - 7:00 PM	Dan O'Brien	Crowing of Mary and CWL Eucharist (formerly Trad choir on Tue April 24, 2007)
Sun May 09	ly	Mother's Day -- sing Hail Mary
Mon May 24	ly	Victoria Day Holiday - no mass
Sat May 22 - 5:00 PM	ly	FIRST COMMUNION Service - Saturday 5pm - regularly scheduled choir.
Sun May 23 - 11:00 AM	G&P	On behalf of Children's Choir re Children's afternoon commitment (No 1st Communion at this mass)
Sun May 23 - 4:00 PM	Children's choir	FIRST COMMUNION Afternoon Service - Children's Choir.
Sat May 29	ly	Feast of St. Justin weekend
Sun May 30	ly	St. Justin's Feast weekend - Sunday 8:30 and 11:00
Jun ' 09		
June	Planning	Review events from past year - recommend any improvements for next year.
June	Budget	The Director of Music to review spending vs budget. Identify problems and take corrective steps.
June	Planning	Facilities: The Director of Music to reserve facilities for next 15-16 months, incl: All practices in Church. Fr. Pat Mellon Room as alternate site for Fri. & Sat practices. Reserve hall for Christmas and Easter hall setup and teardown.
June	Planning	Events with Music'. The Director of Music to create the Events with Music plan for the coming Sept-June period. (Event dates: Blue dates are calendar based. Black dates to be requested from the parish team.) Use 'red' text to highlight unconfirmed event dates, choir assignments etc. Post the draft schedule between Aug 1-15.
Sun Jun 13	ly	Children's Church - Sunday 8:30 and 11:00
Sun Jun 27	ly	Last Sunday in Music Ministry year
Sun Jun 27	ly	Canada Day - (July 1) - Be prepared for 'O Canada'
Jul ' 10		
Thu Jul 01	ly	Summer Break for Children's Liturgy - No 'Children of the Light' at Sunday masses.
Thu Jul 01	ly	Start new Music Ministry year
Sat Jul 03	ly	Start of 'Summer Schedule' - (Relaxed format - see Sunday Information).
Aug ' 10		
Sun Aug 29	ly	Last Sunday of 'Summer Schedule' - (Relaxed format - see Sunday Information).
Aug 15	Planning	The Director of Music to ask choir leaders for commitment for the coming Sept-June period, by Sep 15 -- (Ensure the interim events are handled, e.g. Labour Day mass).
Parish Newsletter - choir related submissions are encouraged from each leader or members of your choirs.		
3rd week of Sept. Theme of renewal - back to school		
Pre Christmas Christmas Theme		
Pre Easter Easter Theme		
3rd week of June Graduation - a finish and a new start		
Advent St. Francis & Parish 'Family Advent Cele.' (e.g. Trad, Tue Dec 12, 2006)		
" Sir Arthur Carty & Parish 'Family Advent Cele.' (e.g. Trad, Tue Dec 19, 2006)		
" St. Anthony & Parish 'Family Advent Cele.' (e.g. Contemp, Wed Dec 20, 2006)		
Music Ministry Budget		
Mid October Choir Director submissions to Director of Music		
End of October Director of Music to submit proposal to Finance Committee		
Parish Mission Usually every 2nd year, (March 2009, March 2007, Jan 2005)		
Graduation Grade 8 Graduation - St. Francis, St. Anthony and Sir Arthur Carty - Music supplied by schools		
Parish Directory, Events (Gwyndal Jones concert), May 9 Anniversary of Parish, etc.		
Called, Gifted and Sent - annual review		
Equipment Check (tighten music stands, check cables etc) - November (for Christmas), March (for Easter) August (for September startup)		
Hall Masses - Check: Hall keys for Directors, equipment combination locks, duplicate overheads, get overhead projector, set up/tear down sound system, arrange equipment sharing (e.g. DI boxes)		
Sat Mar 06	ly	Bishop Fabro Visit: 5:00 p.m. - TO BE RESCHEDULED
Sun Mar 07	ly	Bishop Fabro Visit: 8:30 and 11:00 - TO BE RESCHEDULED