

DIRECTORS

Director of Music & Liturgy

Wendy Silhavy, 612-824-3455 ext. 507
or email: wsilhavy@olpmn.org.

Worship Director at Our Lady of Peace Parish, is a shared resource person between our two parishes. She directs and rehearses the funeral schola on Tuesdays and coach the schola to self direct for funerals. Wendy, together with our choir director, will ensure the successful programs of the November Evensong and our hosting of the Ecumenical Thanksgiving Day Service (Tuesday evening prior to Thanksgiving). She will advise/teach on liturgical matters and mentor our choir director.

Director of 8:45 Choir and Cantors

Eli Pollock, ext. 261
or email: epollock@annunciationmsp.org

This is a part time position. He rehearses the traditional choir on Wednesday nights and directs the Sunday morning traditional choir. Eli will work with our present and new cantors and schedule them for the weekend Masses as needed. Eli just graduated with a BA in Music from Luther College in Decorah, Iowa with emphasis on choral and voice. Wendy Silhavy will actively mentor Eli. Eli is a part time (0.8 FTE) music teacher at Washburn High School. A portion of his teaching practicum last year was at Washburn and they actively sought him to teach this year.

[201484420090927]

Director of 10:30 Choir Mike Aubart

ALTAR SERVER

COORDINATOR: Meg & Mark Pospisil,
612-861-2444 or
email: megpospisil@msn.com

Assist presider at liturgy. Training begins in spring of 4th grade and continues through summer months.

ESTIMATED TIME COMMITMENT: About once/month at liturgies.

CHILDREN'S

LITURGY OF THE WORD

COORDINATOR: Terry Heer,
612-827-0207 or
email: terryheer@earthlink.net

Includes Sunday Scripture, group reflection, creed and intercessions in a setting and style geared toward children, ages 5 - 11. Children are dismissed from Sunday liturgy before the readings and return to their families before the Eucharist begins.

ESTIMATED TIME COMMITMENT: Leaders arrive 15 minutes before liturgy and are scheduled approximately once every 6 weeks.

**ENVIRONMENT /
CHURCH DECORATION**

Plans seasonal environment, prepares and coordinates church decorating. This involves the total worship space, from entrance to altar.

ESTIMATED TIME COMMITMENT: Varies depending on involvement.

EUCCHARISTIC MINISTER

COORDINATOR: Chris Frank,
612-827-1837

Allows the privilege of sharing the Body and Blood of Christ with the assembly at liturgies. Involves a brief training session.

ESTIMATED TIME COMMITMENT: 2 times/month during liturgies.

GIFT BEARER

Carry up gifts at Sunday Liturgy - bread and wine and food for the poor. They join the ushers after the collection to carry gifts up to the altar.

ESTIMATED TIME COMMITMENT: 5 minutes during weekend liturgies.

GREETER / USHER

USHER CO-COORDINATORS: Dorene Kohlwes, 612-922-5832; & 10:30am Mass: Fred Krantz, 612-827-6457

Includes ushers and greeters for weekend liturgies.

Greeters welcome people who arrive through parking lot entrance.

Ushers welcome those who enter on main level, take the collection, distribute bulletins, and re-order the church after each liturgy.

ESTIMATED TIME COMMITMENT: Greeters - 15 minutes bi-monthly.

Ushers - 1 1/2 hours/week.

LAY PRESIDER

COORDINATOR: Chris Frank,
612-827-1837

Lead the community in non-sacramental, communal prayer, such as Morning or Evening Prayer, Liturgy of the Word, and Eucharist Services. Participation in a one day archdiocesan training workshop is required.

ESTIMATED TIME COMMITMENT: 1-2 hours/month,

at the invitation of pastor or liturgist.

LECTOR

COORDINATOR: Pete Steege,
612-827-5072

Proclaim the word of God when we assemble for prayer. Lectors are scheduled on a rotating basis, and receive a workbook to assist in preparation, as well as a training session.

ESTIMATED TIME COMMITMENT: 2 hours every 6 weeks.

**LITURGY /
WORSHIP COMMITTEE**

Fosters the liturgical life of Annunciation Parish and coordinates all ministries and groups involved in the public prayer life of the parish. Liturgical Ministry Coordinators attend seasonal meetings (Fall to Spring) to plan and evaluate liturgies, seasons, and ministries, then work together to implement these plans.

ESTIMATED TIME COMMITMENT: 1 1/2 hour meetings.

Music

Cantors are responsible for leading psalms and other music at Sunday liturgy. They rehearse and train with the director as necessary, as well as attend an occasional meeting. Special qualifications for cantoring include having a sure, confident voice and an ease of learning music.

Children's Choir all children grades 3 – 6 are invited to attend and are free to join at anytime. They rehearse and perform at Mass as posted or announced.

Choir sings at the first Mass each week and rehearses on Wednesday at 7:00pm (Fall to Spring).

Ensemble sings at the second Mass each week and rehearses on Sunday at 8:45am (Fall to Spring).

The **Women's Schola** rehearses weekly on Tuesday at 10:00am (Fall to Spring). This group sings at funerals, as well as, Christmas, Easter and other Holy Days, as available.

Instrumentalists – guitarist, violinists, flutist, clarinetists, percussionist, etc – come join the choirs as well! All ages and talents are welcome.

ESTIMATED TIME COMMITMENT: Rehearsals are held in the Music Room, lower level of church (Fall – Spring);
Children's Choir – ¾ hours/week in addition to a liturgy, as posted or announced by the director.
Choir/Ensemble – 1 ½ hours/week in addition to Sunday liturgy.
Women's Schola - 1 ½ hours/week for rehearsal, plus occasional liturgies.

Cantors - 1 hour/week plus occasional meetings

SACRISTAN

COORDINATOR: Joan McCoy,
612-928-8958

Helps prepare and clean up after each liturgy in the church. The sacristan arrives 20 minutes before the liturgy to turn on lights, make things ready, help servers and other liturgical ministers. Helps afterward to prepare for next liturgy or to put things away. Training is ongoing.

ESTIMATED TIME COMMITMENT: 30 minutes/week.

SANCTUARY GUILD

Opportunity Partners, Monday mornings with Volunteer Coordinators:
Opportunity Partners Operator, 952-938-5511: Austin;
[or Danielle 952-930-4232] updated 20090323

They dust, wipe marble and dry mop floors in the sanctuary; small chapel near the front entrance to the church; and pews.

ESTIMATED TIME COMMITMENT: 1 hour.

**RITE OF CHRISTIAN INITIATION OF
ADULTS (RCIA)**

Our opportunity to welcome new members to the community, assist those who need to complete the initiation sacraments or support ones wanting to refresh their faith during a year long process, which culminates on Holy Saturday. The process includes small group meetings, celebration of the rites, prayer and service within the community. The RCIA team walks with and supports those in the process. This is your invitation to become a member of the team, a wonderful opportunity for your own faith journey.

ESTIMATED TIME COMMITMENT: 2 hour meetings 1 1/2-2 hours a week

**FAITH FORMATION
COMMITTEE**

Provides spiritual growth and educational opportunities for the parish family. Opportunities designed to deepen our understanding of faith and response to the paschal mystery. Activities include **retreat** experiences, **small groups faith sharing, educational study** groups, presentations on spirituality, and opportunities to create a more just society. **Advent Wreath Breakfast, Ash Wednesday Soup Supper, family life and seasonal events.** Ministry Coordinators attend seasonal meetings to plan and evaluate seasons and ministries, then work together to implement these plans.

ESTIMATED TIME COMMITMENT: 2 hour meetings,
plus participation in specific events.

**CANA SPONSOR COUPLES
MINISTRY**

COORDINATOR: Bonnie & John Bedard,
612-827-1347

Offered to engaged couples who come to Annunciation to celebrate their marriage. Each engaged couple is connected with a trained, married couple to raise and discuss issues that each couple faces in marriage. The goal is to build lasting relationships based on understanding and trust.

ESTIMATED TIME COMMITMENT: Training session for married couples,
plus approximately six meetings with the engaged couple.

MOM'S GROUP

COORDINATOR: Kate McMahon,
612-929-1617 or email:
kandkcmahon@aol.com

The group meet throughout the school year from October through May. The focus of the group is on personal and spiritual growth of mothers. It is an opportunity for women with children of all ages to deepen their spiritual lives and receive support from other mothers. Child care is provided on Tuesday mornings.

ESTIMATED TIME COMMITMENT: 1 1/2 hours/week.
Tuesday mornings 9:30 – 11:00am (October—May)
in the Hospitality room.

WOMEN'S GROUP

COORDINATOR: Helen Trepanier,
612-822-8360 or email:
htrepanier@msn.com

Focuses on the spirituality of the members and addresses issues important to women.

ESTIMATED TIME COMMITMENT: once/month, October—June

**SEPARATED / DIVORCED
SUPPORT MINISTRY**

People who have experienced separation or divorce participate in the support series and have the opportunity to be trained as a small group facilitator. Also, annulment information and advocacy.

SCRIPTURE STUDY
COORDINATOR: Louise Fowler,
612-822-0085

WEDNESDAY MORNING BIBLE STUDY [Have No Fear Bible Study Group]

Wednesday Morning, 9:00 – 10:30am in the Hospitality Rm
The group meets weekly for prayer and discussion of Scripture using Colleagueville Bible Commentaries and Little Rock Scripture Study resources. Studies vary in length and are chosen by the group.

ESTIMATED TIME COMMITMENT: 1 ½ hours/week.

**SMALL CHRISTIAN
COMMUNITIES**

Gather regularly to pray together, reflect on Scripture, share their faith life, and minister to each other, the larger parish and the world. Core communities who want to be church for one another, but on a smaller, more intimate level.

ESTIMATED TIME COMMITMENT: Groups usually meet twice a month in household communities.

SPECIAL DEVOTIONS
COORDINATOR: Dorothy Anderson,
612-861-5326

Rosary before morning Mass; and Adoration, weekly, Wednesday, 8:30am—4:45pm, benediction follows. Sign up sheets are at both upper and lower entrances of the church.

Gate of Heaven Prayer Group, weekly, Thursday, 1:00pm. (except on a Holiday) to pray the rosary. All are welcome. You are free to come and go as your time permits.

PEACE AND JUSTICE COMMITTEE

CO-COORDINATORS:

Sandra O'Brien 612-926-7959 or
email: obks1984@comcast.net and
Carol Eubanks 612-922-9998 or
email: carolmeubanks@yahoo.com

Brings the gospel message of peace and justice to the parish, local and global community. We work on issues that build the common good. Open to all parishioners the committee addresses education, awareness and action of the ten principles of Catholic social teaching:

- Life and Dignity of the Human Person;
- Community and the Common Good;
- Rights and Responsibilities of the human person;
- Option for the Poor and Vulnerable;
- Participation of All People;
- The Dignity of Work and Rights of Workers;
- Stewardship of Creation;
- Solidarity;
- Role of Government;
- Promotion of Peace

ESTIMATED TIME COMMITMENT: 1 1/2 hours per month for meetings plus special activities/events.

**COMMUNITY CARING FOR LIFE /
RESPECT LIFE COMMITTEE**

COORDINATOR: Helen Trepanier,
612-822-8360 or email:
htrepanier@msn.com

Reflects the commitment that human life is sacred at all stages. The committee coordinates the Christmas Boutique and Bake Sale, Mother's Day Flower Sale, and Spring Plant Sale to provide support for outreach and education on the dignity of human life in all stages and places.

ESTIMATED TIME COMMITMENT: 4 - 5 meetings/year,
plus participation in specific events.

HABITAT FOR HUMANITY

COORDINATOR: Bill Prince,
612-861-4609

A nonprofit ecumenical housing ministry which builds simple, decent, affordable housing in partnership with people in need. Volunteers provide most of the labor and build hope for low-income families.

ESTIMATED TIME COMMITMENT: Varies by degree of involvement.
2010-2011 Work camp dates: tba
Help is also needed in
providing meals and snacks for the work camp.

LOAVES AND FISHES

COORDINATOR: Mark & Erin Vannelli,
612-825-4361 or email:
kvdesign1@comcast.net

Prepares and serves a meal at St. Stephen's Church, for about 300 people on the first Monday of each month.

ESTIMATED TIME COMMITMENT: 2 - 2 1/2 hours/month.

ST. STEPHEN'S SHELTER

COORDINATOR: Barb Marquardt,
612-861-6887

Our local outreach mission to the homeless, Saint Stephen's Men's Shelter houses 43 men drawn through a weekly lottery and located at 2211 Clinton Ave. in South Minneapolis. Our parish does several projects at Saint Stephen's including making sandwiches once a month for the men who are fortunate enough to find work. Collecting socks, under clothes and clothes, food and volunteers for overnight. To volunteer for overnights contact the shelter directly for open dates 612-874-9292, ask for Brian.

ESTIMATED TIME COMMITMENT: Sandwich making ~ 2 hours a month.

DRIVING

Volunteer to be a driver for people who need a ride to church functions.
ESTIMATED TIME COMMITMENT: Varies on degree of involvement.

FUNERAL LUNCHEONS

CO-COORDINATORS:

Family Contacts

January-February: Dee Grausam, 612-824-0819
March-April: Kate McMahon, 612-929-1617
May-June: Canda Palattao, 612-925-3615
July-August: Mary Wifvat, 612-823-1866
September-October: Jenni Honnigford, 612-926-7140
November-December: Mary LaFontaine, 612-827-4256

Providing and serving funeral luncheons:

Team Leaders: The team leaders take responsibility for coordinating the luncheon when one is scheduled. They are present to coordinate all that is done to get ready for the luncheon, setting the tables, preparing the food to be served, and directing the cleanup.

Callers: The callers contact volunteers for set up, serving the meal, clean up, and for making bars. Due to the nature of the ministry the calling is infrequent but very rewarding.

Servers: Setting up takes approximately 1 to 1 ½ hours.
Serving the meal takes approximately 1 hour.
Cleaning up and helping with dishes takes 1 to 1 ½ hours.

Baking: Time commitment varies, depending on what you bake.

ESTIMATED TIME COMMITMENT: Varies on degree of involvement.

GRIEF SUPPORT MINISTRY

People who have experienced death participate in the support series and may desire to be trained as a small group facilitator.

HOMEBOUND MINISTRY

Eucharistic Minister ~ On a weekly basis communion is brought to people who are not able to get to church.

Meals ~ Provided for those in need after hospitalization, stay in nursing home, or sickness.

Ministry of Prayer ~ People who are homebound continue their connection to parish life by praying for the needs of the parish community.

NURSING HOME

MT. OLIVET COORDINATOR:
Betty McCauley, 612-926-8118

A weekly visit is made to the nursing home by the volunteer group. Residents are gathered together for prayer and communion.

PASTORAL CARE COMMITTEE

Ministry Coordinators attend seasonal meetings (Fall to Spring) to plan and evaluate seasons and ministries, then work together to implement these plans. They meet as posted or announced.

ESTIMATED TIME COMMITMENT: 2 hour meetings.

TELEPHONE PRAYER LINE

COORDINATOR: Mary Michaels,
612-824-3622

The prayer line is a group of Parishioners who, as partners in prayer, will pray for the requested needs of others and a respect for all human life.

ESTIMATED TIME COMMITMENT: Morning or Evening prayer line groups,
3-4 times during the week.

TWELVE APOSTLES PLUS

COORDINATOR: Sam Bracchi,
952-346-1851

Is responsible for maintaining the outside church grounds, including landscaping, and other jobs involving maintenance and repair.

ESTIMATED TIME COMMITMENT: Weekly, Tuesday
7:00am - 12:00 noon (9am coffee break)

**PASTORAL MINISTRY /
OUTREACH**

**STAFF PERSON: Sr. Deanna Donahue, 612-824-9993 ext. 256 or
email: ddonahue@annunciationmsp.org**

BLOOD DRIVE

COORDINATOR: Mary Morris,
612-869-7629

A bloodmobile is provided at the church parking lot, by the Memorial Blood Bank. Volunteers are needed as blood donors, callers to schedule donors, and to work the day of the blood drive.

ESTIMATED TIME COMMITMENT: Varies by degree of involvement.
Three times / year ~ January, May, & October

FOOD COLLECTION

COORDINATOR: Jan Mulcahy,
612-827-6331

Transports food collected to **Branch I** weekly. Sorts and transports food collected for **Thanksgiving Food Drive**.

ESTIMATED TIME COMMITMENT: about 30 hours.

KNITTERS & QUILTERS

COORDINATOR: Annette Anderson,
952-346-9123

Make knit projects and quilts for those in need.

ESTIMATED TIME COMMITMENT: Monthly Meeting,
first Wednesday, 8:45 – 10:00am, Angelus Rm.,
plus project assignments - 2 hours/month.

MEALS ON WHEELS

CO-COORDINATORS: Laurie Helling,
612-827-7247; & Ginny Paulson,
612-926-3850

Delivers meals to homes for a 5 day week, approximately once every 2 months.

ESTIMATED TIME COMMITMENT: 1 hour/delivery day- 2 hours/month.

VISITATION MONASTERY

COORDINATOR: Barb Marquardt,
612-861-6887

Volunteer to help the Sisters at Visitation Monastery. They have lunch, pray mid-day prayer with them and help them wherever it is needed. In December we sew several hundred felt Christmas stocking for students at Visitation School in Mendota. The students decorate them and fill with gifts. The completed stockings are distributed in the twin city area to underprivileged children.

**PARISH MISSION
ANNUNCIATION SCHOOL,
LEOGANE, HAITI**

Staff Contact: Jim Dunn, 612-824-9993 ext. 243 (or voicemail ext. 506)
or email: jdunn@annunciationmsp.org

During the first school year for the children of our Sister School, Annunciation School, in Leogane, Haiti. Sixty children ages five to twelve began their educational journey, many having never been in a school before! Haitian Sisters of the Company of Jesus teach the very basics of reading, writing and arithmetic. The children are excited to learn and are thankful to attend a school so close to their home. Haiti is the poorest country in the western hemisphere. Many of the children there have never had the opportunity to attend any school. Our school in Leogane opened in early September, 2004 with an enrollment of 85.

PRAYER SHAWL MINISTRY

COORDINATOR: Alice Weides,
952-881-3751 or email:
aliceweides@netzero.net

Prayerfully knit shawls for Mission Haiti and the Friends of Our Lady Cancer Home. Yarn provided.

ESTIMATED TIME COMMITMENT: Varies by degree of involvement
Work at your leisure at home.

**ANNUNCIATION
YOUTH MINISTRIES (AYM)**

Nurtures the faith life of young people through their participation in;

- Cross-Cultural Awareness Events
- Large Group meetings
- Peer Ministry leadership development
- Prayer Breakfasts
- Prayer Dinners
- Recreation Events
- Retreats
- Service Projects
- Small Group meetings
- Summer Mission Trips

in an effort to surround the young people in a community of hope, care and prayer.

Volunteer Leadership includes;

- Awareness in Action Service Project Supervisors
- AYM Leadership Team
- Mission Trip Leaders
- Monthly Prayer Breakfast / Dinner Leaders
- Junior High Small Group Leaders
- Parent (behind the scenes) Support
- Recreation Event Supervisors
- Retreat Leaders

ESTIMATED TIME COMMITMENT: Varies by degree of involvement.

PARENT CO-OP NURSERY

Open during the Sunday Masses. Childcare is provided on a co-op basis by parent/volunteers. These persons must meet our Archdiocesan criteria.

Annunciation Nursery Options

1. All children are invited to stay with their parents during Sunday Liturgy. If your children become restless, feel free to use the gathering space. Your children can move around and you can still participate with the community.
2. If your children need 'more space' you are invited to use the nursery in the lower level of the church. We are happy to provide a supervised nursery service on Sunday mornings. In order to be compliant with our insurance regulations, our nursery can only be open when it is staffed by two paid professionals or volunteers who are present in the nursery any time the nursery is opened. These persons must meet our Archdiocesan criteria. We ask that the nursery never be opened for children if these criteria are not being met. We are committed through our parish Vision and Mission to provide Hospitality including childcare during Mass and other parish events. Please call with any suggestion about how to make this work more effectively.

ESTIMATED TIME COMMITMENT: 1 hour/week.

PRESCHOOL SUNDAY SCHOOL

3 – 4 – 5 year old children. Co-op taught, parents are invited to teach.

ESTIMATED TIME COMMITMENT: 10 hours in fall to organize;

Teachers - 1 hour each Sunday for 4 Sunday sessions.

**CHRISTIAN INITIATION OF CHILDREN
(RCIC)**

Sponsors who minister to children and families in the process of full initiation into our community through baptism, confirmation, and Eucharist. Parish sponsors walk with the children in their young journey of faith and support them through the ritual of the rites.

ESTIMATED TIME COMMITMENT: 6 Sundays of Lent & Holy Saturday Vigil

SACRAMENTAL PROGRAMS

Parish Preparation for Sacraments of Eucharist, Reconciliation and Confirmation happen during the school year. Contact parish center office for questions, calendar and schedule.

Wednesday evening Faith Formation for children in grades pre K – 8 who attend a public school [families also have the option to home school their children]. Our combined Faith Formation program with Our Lady of Peace for grades K through 5 is called *Deepening Our Faith (DOF)*. Together our two parishes offer *BE-Attitudes* as our co-sponsored religious education program for grades 6 through 8. These two programs are offered at Our Lady of Peace with **catechists** from both of our parishes. **Grades K-5** meet each week from **6:15 to 7:30pm**, while **grades 6-8** meet from **6:15 to 8:00pm**.

VACATION BIBLE SCHOOL

COORDINATOR: Ashleigh Varley,
email: Ashleigh_Varley@msn.com

One week summer camp where children experience God through music, theatre, games, crafts & snacks. Children ages three to incoming 5th grader invited to participate. Volunteer commitments vary. Middle School and High School volunteers needed for support staff. Adult volunteers needed to create, prepare and execute the camp. Short and long-term commitments for volunteers are available.

**See also: page 1 ~ Children's Liturgy of the Word; or
page 3 ~ Children's Choir**

Annunciation School is a Catholic parish School. We are a united and caring community of students, staff and parents committed to learning based on Christian values within our rich Catholic heritage. We provide our students with an outstanding religious and academic education, addressing the needs of the whole child.

PRINCIPAL

Sandy Nesvig, 612-823-4394 or 612-824-9993 ext. 7202
or email: snesvig@annunciationmsp.org.

APO

2009-2010 CO-PRESIDENTS:
Lisa Erickson, 612-724-3059; &
RyAnne Quirk 612-724-2148
Annunciation Parents Organization (APO), in partnership with teachers, administration and school board, helps to provide the best environment for the students spiritually, academically and socially.

**SCHOOL BOARD MEMBERS
2009-2010**

- Ronna Baca (11)
- Paul Cramer (12)
- Nicholas Fritzen (11)
- Gretchen Doyle (12)
- Grant Hartley (11)
- Ann Jackson (10)
- Michelle Lang (10)
- ~~Peggy Miles (11) resigned~~
- Mike Padilla (10)
- Devin Rice (12)
- John Richardson (12)
- Jamie Verbrugge (10)

SCHOOL BOARD

Is an advisory body that works with the president, principal and pastor in the development and administration of school policies. The Board is also responsible for preparing the school budget and maintaining the financial health of the school. The Board consists of the pastor, school president, school principal, and board members who are elected for three year terms by parishioners and/or parents of Annunciation School students, election is held in May.

ESTIMATED TIME COMMITMENT: monthly meetings plus individual committee; responsibilities, e.g. marketing, development, budget, etc.

PARISH FELLOWSHIP

STAFF PERSON: Fr. James Himmelbach, 612-824-9993 ext. 228 or email: jhimmelbach@annunciationmsp.org

BOWLING

COORDINATOR: Ruth Krinhop, 612-861-5045

League bowling at Lariat Lanes on Sunday at 6:00pm. Singles and Couples [18 years and older] are needed to form teams. Season begins the second Sunday of September.

ESTIMATED TIME COMMITMENT: 2 ½ hrs on Sunday evening September – April.

MEN'S GROUP

CO-COORDINATORS: Tom Konz, 612-824-4914 or email: tkonz4@comcast.net; & Brian Murray, 612-824-3242 or email: smurray6@comcast.net.

Focuses on the spirituality of the members and addresses the life issues and interests of men. They meet as posted or announced, including a monthly Saturday morning Mass and fellowship.

ESTIMATED TIME COMMITMENT: Varies on degree of involvement plus participation in specific events.

SEPTEMBERFEST!

CO-COORDINATORS: Brian & Susan Connelly, 612-823-4441; & Todd & Jennifer Radam, 612-922-5646

2010 [September 18th and 19th]

Draws the entire community together in a weekend filled with activities, games, food, entertainment and spirit. Primary chairperson coordinates all activities and recruits sub-committee chair people who oversee their specific jobs. They, in turn, recruit volunteers to work during the weekend of Septemberfest.

ESTIMATED TIME COMMITMENT: Varies by degree of involvement. Chairperson works 6 - 10 hours per week from about April until Septemberfest weekend, plus some follow-up time. Sub-committee people work 4 - 6 hours per week during part of this time frame; booth volunteers work varies with involvement.

PARISH FELLOWSHIP

STAFF PERSON: Sr. Deanna Donahue, 612-824-9993 ext. 256 or email: deanna.donahue@annunciationmsp.org

BRIDGE

COORDINATOR: Sally Gleason, 612-825-7404

Requirements: a love of bridge and your enthusiasm. Players are needed for both Women's Bridge Marathon and Couples Marathon.

ESTIMATED TIME COMMITMENT: Starts in September and continues through May.

SALT AND PEPPERS

Provides opportunities for people over 55 to gather for luncheons, tours and a variety of other activities. Responsibilities include sets up event dates, arranges for rooms or church space, entertainment if needed; Assists members with set up and food service.

ESTIMATED TIME COMMITMENT: 4 hours; 3 or 4 times yearly.

COFFEE / DONUT

Fosters fellowship in the parish community, in addition to daily or Sunday liturgies. Events included are **Coffee/Donut Sunday** and **Ice Cream Social** (August).

ESTIMATED TIME COMMITMENT: Varies depending on involvement.

2009-2010 COFFEE / DONUT COORDINATOR:

August ~ Ice Cream Social		12 Apostles Plus Sr. Deanna Donahue Bob Milske
September ~ SeptemberFest!		
October	Women's Group	Sr. Sue Torgersen
November	Men's Group	Fr. Jim
December ~ Christmas Bake Sale & Boutique		
	Community Caring for Life/Respect Life Cmte.	Sr. Sue Torgersen
January ~ Catholic Schools Week		APO President(s)
February	GSA & BSA: Scout Sunday	Fr. Jim
March	Social Justice, Rel Ed, & VBS	Sr. Sue Torgerson
April ~ Easter		
	[2011 Parish Council]	Council President
May	School Board	Board President
June	Volunteer Appreciation	Parish & School Staff

PANCAKE BREAKFAST

2009-2010 PANCAKE BREAKFAST

COORDINATOR:

October 18th	AYM	Jimmy Dunn
November 15th	AYM	Jimmy Dunn
December 20th	AYM Mission Trip	Jimmy Dunn
January 17th	AYM Mission Trip	Jimmy Dunn
February 21st	BSA T#103	Ken Heer
March 21st	AYM Mission Trip	Jimmy Dunn

PARISH ADMINISTRATION

STAFF PERSON: Fr. James Himmelbach, 612-824-9993 ext. 228 or email: jhimmelbach@annunciationmsp.org

CHURCH KITCHEN

COORDINATOR: Helen Weides,
612- 824-6268

Looks after the condition of the kitchen and will serve as our parish representative, supervision for groups use of our church kitchen facilities.

COMPENSATION COMMITTEE

Committee Members are commissioned by the Pastor.

ESTIMATED TIME COMMITMENT: Varies

ENDOWMENT FUND COMMITTEE

COORDINATOR: Donald Lamm,
952-924-0609

Pastoral Staff: Mary Ann Pearson, 612-824-9993 ext. 7201
or email: mpearson@annunciationmsp.org

Solicits contributions to the endowment fund, and oversees investment results.

ESTIMATED TIME COMMITMENT: Quarterly meetings.

STEWARDSHIP COMMITTEE

COORDINATOR: Jim Berigan,
612-922-4251

Pastoral Staff: Mary Ann Pearson, 612-824-9993 ext. 7201
or email: mpearson@annunciationmsp.org

Directs the annual parish campaign of time, talent and treasure to support on going parish ministries.

ESTIMATED TIME COMMITMENT: Monthly meetings August to November

WELCOMING NEWCOMERS

CO-COORDINATORS: Joan Moffat,
612-926-9786; or Alice Weides,
952-881-3751

Welcome newcomers to the parish 3 times / year

OTHER GROUPS MEETING AT ANNUNCIATION:

THURSDAY: ALCOHOLICS ANONYMOUS, 7:30pm, Hospitality Rm.

**PARISH PASTORAL COUNCIL
2009-2010**

Bill Bienemann (12)
Angel Catania (10)
Carol Eubanks (11)
Rick Hardcopf (12)
Joyce Howes (10)
Barb Laska (11)
Peggy Lawrow (11)
Andrea Markley (11)
Kate McMahon (10), Trustee
Meg Payne Nelson (12), Secretary
Dennis Olson (12)
Todd Radam (12), Trustee
Tim Smith (10), Chair

COUNCIL CHAIR: Tim Smith, 612-866-8079

Is responsible for the functioning of the parish community. Finances, activities, stewardship, and ministries take their direction from the Parish Council. Election in May. Three year term. Involves monthly meetings as well as liaison meetings to specific committees (6 hours/month).

ESTIMATED TIME COMMITMENT: Meetings, first Tuesday 7 – 9pm,
Hospitality Room (Fall to Spring)

VOLUNTEER COORDINATOR

Help call people to ministry.

Support those who are already ministering.

Identifying ministries in need of help and helping newcomers get started in areas of ministry in which they are interested.

Coordinate our ministry development efforts with the larger life of our parish.

FINANCE COMMITTEE

COORDINATOR: Jim Hupp, 612-824-6141

Is responsible for overseeing the financial matters of the parish, including preparation of the annual budget, monitoring expenditures of the various committees and ministries, and managing financial assets of the parish.

ESTIMATED TIME COMMITMENT: 5 - 10 hours/month,
attending meetings and reviewing financial materials.
During February and March, 20 - 30 hours/month can be expected.
Monthly meetings, fourth Tuesday, 7 – 9pm, Hospitality Room
(Fall to Spring).