

ALTAR GUILD MINISTRY

Judy Glenday

(317) 757-8706

JAGLENDAY46@gmail.com

MISSION: One of Calvary's "behind the scenes" ministries, this service group provides reverent care for the chancel, sacred vessels, and the vestments.

ACTIVITIES AND CONTACTS:

- After a communion service, the used communion ware will be found on a counter in the sacristy. Discard any used disposable plastic cups. Wine cups to be washed are put into aluminum trays and placed on a cart to be taken to the kitchen dishwasher for washing.
- Wipe out communion ware trays and wipe fingerprints off the outside of trays. Note: wine left on trays will void the warranty.
- Take special care to gently clean the silver communion plates and cup (used for common cup). These items should be stored in their felt sacks. If plates have been stored by the ushers, please check to see if they are clean.
- If the silver pitcher has been used for a baptism, wipe off fingerprints, and water marks and store in felt sack.
- Wipe spilled wine from the communion rails and altar.
- Change parament colors and banners as needed for the following Sunday or other special service. See the schedule posted in the sacristy for the appropriate parament color.
- Generally tidy-up the sacristy and altar area.
- The chairperson maintains the altar linens each week.
- Special tasks like polishing, mending, and laundering are done occasionally. If help is needed, the chairperson will call members.
- The robes for acolytes and lay minsters should be cleaned at least quarterly or as needed.

VOLUNTEER OPPORTUNITIES:

- Clean the communion cups after services
- Launder Acolyte and Lay Minister Robes
- Special tasks like polishing & mending communion ware and paraments