

# Immaculate Heart of Mary Parish



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updated: September 2016

## Introduction

Dear parishioners of Immaculate Heart of Mary Parish,

While the pastor has ultimate responsibility for the parish, according to canon law and diocesan law, he is to have the assistance of parishioners in planning for the spiritual well-being of the parish.

In the most recent guidelines for Parish Pastoral Councils, then Bishop Joseph P. McFadden said “Parish Pastoral Councils are an essential element of parish life and an invaluable resource to pastors in providing good pastoral leadership for the overall life of the parish.” He went on to say: “In the parish we share *one mission* and together live out that mission *through our worship and through the parish programs, ministries and activities*. Everything that happens in the parish must be connected. Everyone must understand and experience this connectedness and common purpose.” And as Pope Emeritus Benedict XVI once stated, “We cannot communicate with the Lord if we do not communicate with one another.”

Our parish family is blessed with enthusiastic parishioners who have volunteered to serve on our Pastoral Council and give of their time and talent in assisting me in various ways in providing that leadership to carry out our parish's vision and mission statements. Such assistance generally takes the form of suggestions and other council they offer, acting as liaisons with the various parish ministries and organizations, and serving as representatives of the parish at large. Please take advantage of their office by approaching them with questions, suggestions, ideas, comments and other considerations for the good of our parish family.

The Parish Pastoral Council has also helped me in the compilation of this resource, the goal of which is to help all of our parishioners connect to the larger vision and mission of our parish. In other words – we all have a specific role to play in being part of the Body of Christ, the Church. As you read through these pages, I would ask you to ask yourself the question: “How is God calling me to *intentionally* follow and serve Him as a disciple of His Son, specifically here at Immaculate Heart of Mary?” May God continue blessing our great parish.

In Christ's love,  
Father Marcoe

## **Vision Statement for Immaculate Heart of Mary Parish**

Each member of our congregation has beliefs, wishes, and dreams which create the vitality and unique identity of our parish family. Acting as elected representatives of our parish, the Pastoral Council, along with our Pastor, Father Marcoe, envision our Immaculate Heart of Mary Parish to be “**a vibrant, active, faith-filled community united as one holy parish family**”.

## **Mission Statement for the Immaculate Heart of Mary Parish**

In following the Catholic Church's teaching of the vision of Jesus Christ, and the hopes and dreams of our parish, the Pastoral Council, along with our Pastor, Father Marcoe, has articulated our parish's mission as follows: “**Immaculate Heart of Mary is a Roman Catholic parish family called to be disciples of Jesus Christ, fostering spiritual growth in our worshipping community; encouraging greater participation in living and sharing the Catholic faith through prayer and action; and providing for the benefit of individuals, families, and the larger community.**”

Our Mission Statement, in turn, has been “made flesh” through the goals and objectives that are laid out in our Parish Pastoral Plan.

## **Parish Pastoral Plan**

*"Under the direction of the pastor and in collaboration with the pastoral staff, the Parish Pastoral Council and the Parish Finance Council, the parish should develop a long range 3-5 year pastoral plan."*

Under the direction of our pastor, Father Marcoe, each aspect of our parish Mission Statement will be accomplished through the goals, objectives, and activities of the various parish ministries and organizations coordinated under the individual Pastoral Council member's assigned missions.

### **Pastoral Plan 2015 – 2020**

#### **Mission for Evangelization**

1. Develop and maintain a program of outreach to inactive Catholics with home visits, potentially with the support of the Legion of Mary.
2. Continue developing and maintaining Small Christian Communities as a network.
3. Enrich the evangelistic efforts of ministries such as the Legion of Mary and the Charismatic Prayer Group.
4. Strengthen our parish connection and support of the Cursillo movement.
5. Potentially enhance parish outreach to single, divorced, and widowed Catholics.
6. Develop an evangelization committee to coordinate outreach.
7. Help parishioners to have a more active involvement in their faith through participation in existing or new parish ministries or organizations.
8. Help parishioners to have a more active involvement in their faith through supporting family life (the “domestic church”) through new initiatives.

#### **Mission for Education**

1. Continue our strong support of Catholic Schools (given the results of the Adams Deanery School Study). To encourage our parents to send their children to deanery Catholic schools, as possible.
2. Continue and enhance our quality religious Education Program (CCD) for pre-school through 8<sup>th</sup> grade, which includes sacramental preparation, summer Vacation Bible School, and other opportunities for children to grow in faith.
3. Continue developing our new High School Youth Ministry program, and eventually seek to develop a new Junior High Youth Ministry program, allocating budget funds for these ministries, with the possibility of hiring a professional for part-time ministry.
4. Have quality programs for adults with Bible Study Groups, Small Christian Communities (of different varieties), sacramental preparation (as needed), workshops and seminars to enhance faith formation.
5. Continue enhancing RCIA programs for catechumens and candidates, both for adults and children.
6. Organize and enhance our parish library, making it more visible and available to parishioners.

### **Mission for Pastoral Ministry**

1. Foster a sense of belonging and community among members of the parish, and provide support through programs, ministries, and activities which strengthen and support the parish as a community of faith.
2. Continue promoting and expanding various social groups and activities, such as the Adopt a Flower Bed Club, various picnics and socials, and the Adventure (travel) Club.
3. Continue enhancing parish the Mentor Couple program, Respect Life, and other ministries and organizations of the parish.
4. Fill currently vacant ministries and organizations of the parish (such as Catholic School Liaison, Parish Archives, Outreach to Inactive Catholics, etc.).
5. Continue fostering better means of communication between the parish and the parishioners (ex. Facebook, parish website, keeping parishioners up-to-date through announcements at Mass, and potentially establishing a parish newsletter).

### **Mission for Liturgy**

1. Review Sacramental celebrations, especially Eucharist, Reconciliation, Baptism, Marriage, and Anointing of the Sick, along with catechesis and formation.
2. Enhance the choir, cantor, and music ministries.
3. Enhance the overall spirituality of the parish (through missions and retreats, and other educational opportunities of growth and formation) to help parishioners be full, active, and conscious participants in the liturgy and intentional disciples of Jesus Christ in their personal and family lives.
4. Consider re-developing the Parish Liturgy Committee.

### **Mission for Social Concerns and Outreach**

1. Continue expanding support to the Abbottstown-East Berlin Food Pantry.
2. Expand opportunities for parishioners to participate in mission trips domestically and internationally.
3. Re-establish and expand our Parish caring Committee, as needed.

### **Mission for Ecumenism and Interfaith Concerns**

1. Continue working with area ministers and pastors in the Abbottstown-east Berlin Ministerium in joint areas of social action, education, worship, and faith formation.
2. Support married couples in inter-faith marriages in various ways.
3. Continue participating in regular ecumenical services for Lent and Advent, and also during the week of Prayer for Christian Unity.
4. Foster unity, discussion, and dialogue in the public square about topics of life, religious liberty, conscience protection, social action, and public witness.
5. Support, as possible, new initiatives of the Ministerium (such as a new "Pub Theology" group to meet locally).

### **Mission of Financial Administration and Stewardship / Buildings and Grounds**

1. Maintain a healthy budget with a balanced budget report; no deficit spending or debt; monitor income and expenses; maintain savings account with a robust balance.
2. Explore and implement an expanded Stewardship program (Time, Talent, and Treasure)
3. Continue with church renovations (inside and outside, as needed), including landscaping, repairing church windows/Plexiglas, restoring the steeple and facade of the church, etc.
4. Potentially re-create part time parish manager position
5. Upgrade parish computer systems

## Parish Pastoral Council

**Following are excerpts from the letter of April 29, 2013 from Bishop of Harrisburg, Joseph P. McFadden, promulgating to Pastors and Parish Pastoral Councils, “Norms and Guidelines for Parish Pastoral Councils.”**

*Parish Pastoral Councils are an essential element of parish life and an invaluable resource to pastors in providing good pastoral leadership for the overall life of the parish. The role of the Parish Pastoral Council is to invite everyone in the parish into a closer relationship with God.*

*Each parish must establish areas of mission that encompass every goal and activity within the parish. The ministry of evangelization and spreading the good news of Jesus Christ is shared by all of us. May we continue to work to strengthen parish life and our service to the people of God.*

*All committees, groups, etc. in every aspect of parish life will be part of one of the mission areas of the Parish Pastoral Council. All committees, groups, etc. in every aspect of parish life must communicate and cooperate with the Parish Pastoral Council, which is responsible for evaluating the effectiveness of each organization and supporting each one as it carries out the parish mission statement, which is further delineated in our Parish Pastoral Plan.*

Anyone wishing to attend a Parish Pastoral Council meeting is welcome to do so (some exceptions might be made for issues such as discussions pertaining to personnel issues or preliminary budget work). Parish Pastoral Council meeting dates are usually listed in the Bulletin.

Anyone wishing to address the Parish Pastoral Council on any topic may do so, but for sake of time and relevance to the Council, will need to contact the Parish Pastoral Council Chair or the Pastor first.

### **The basic functions of the Pastoral Council members**

The Pastoral Council members contact each committee, ministry, or organization in their area of mission, and learn its goals, current activities, challenges, along with what help the Pastoral Council might be in meeting any challenges that group may have in meeting its objectives. This information will be conveyed to the Pastoral Council at each of their regular meetings.

Within each Pastoral Council member’s area of mission, the member will also collaborate with the pastor and the parish staff in implementing the priorities of the Pastoral Council and help ascertain and implement the diocesan norms in all areas of Mission.

***The members of the Parish Pastoral Council and their accepted responsibility under the areas of the mission:***

Pastor

Rev. Timothy Marcoe  
717-259-0611  
[ftrmarcoe@hbgdiocese.org](mailto:ftrmarcoe@hbgdiocese.org)



Mission for

George Severns (Chair)  
717-292-0328 or 717-659-0480  
[academia2@comcast.net](mailto:academia2@comcast.net)



Mission for

Jeff Seifert  
717-870-8160  
[jeff.seifert2@gmail.com](mailto:jeff.seifert2@gmail.com)



Mission for  
Ex officio: Director of  
Religious Education

Sr. Rosanne Karmazin, SSJ  
717-487-7338  
[srrkarmazin@hbgdiocese.org](mailto:srrkarmazin@hbgdiocese.org)



Mission for

Wendy Behr (Vice Chair)  
717-292-3615  
[wbehr1@comcast.net](mailto:wbehr1@comcast.net)



Mission for

Doreen Oblack  
717-870-9679  
[doreenoblack@comcast.net](mailto:doreenoblack@comcast.net)



Mission for  
Ex officio: Youth Ministry  
Leader

Paul Oakes  
717-309-1823  
[poakes@hbgdiocese.org](mailto:poakes@hbgdiocese.org)



Mission for

John Maysilles  
717-619-7598  
[maysilles01@comcast.net](mailto:maysilles01@comcast.net)



Mission for

Rachel Brewer  
717-225-8811  
[brewer337@hotmail.com](mailto:brewer337@hotmail.com)



Mission for

Pat Renaut (Secretary)  
717-637-1110  
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Mission for

Luz Socrates  
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Mission for

Ed Burda  
717-259-8161  
[eburda@utznacks.com](mailto:eburda@utznacks.com)



How is God calling you? What role can you play in being a part of our parish family? The following Directory lists numerous opportunities for each of us to become more active in our parish, feel more closely connected to others in our parish family, and aid in our quest to accomplish our parish's vision and mission.

**Please get involved. This is *our* parish!**

### **Directory of Ministries and Organizations at Immaculate Heart of Mary Parish**

#### **Adopt a Flower Bed**

Various parishioners take responsibility for specific "gardens" on the parish grounds. Work includes: planting flowers, mulching, pulling weeds, and maintaining the beauty of these parish "gardens".

- **contact:** Anita Smith (Parish Secretary/Administrative Assistant)
  - o **phone:** (717) 259-0611
  - o **email:** [asmith@hbgdiocese.org](mailto:asmith@hbgdiocese.org)

#### **Adult Enrichment**

This ongoing course is designed to especially help adult parishioners learn more about the Catholic Faith. Topics include areas of Catholicism, such as teachings on the Eucharist, the Blessed Virgin Mary, and many others. The current theme is the history of the Catholic Church, beginning with the first Christians and reaching up to modern times. In a special way, parents of children in CCD are invited to attend as they wait for their children, so that both may be participating in religious education.

- **contact:** Dennis Hallisey (instructor)
  - o **phone:** (717) 432-9037
  - o **email:** [dennishallisey@gmail.com](mailto:dennishallisey@gmail.com)
- meets weekly from 9:30 to 11:00 am in FLH

#### **Adventure Club (bus trips)**

This new parish-based group is an opportunity for parishioners and others to come together for social outings, such as day trips and longer bus trips to a variety of venues. Possible destinations include: Sight and Sound Theater, EWTN studios, and fall foliage tours.

- **contact:** Janet McIntyre (coordinator)
  - o **phone:** (717) 633-9384
  - o **email:** [jmcintyre124@centurylink.net](mailto:jmcintyre124@centurylink.net)
- meets for events as scheduled and planned

#### **Altar Serving**

This liturgical ministry is one of the popular ways that children and teens can serve our parish family at weekend Masses. Adults are also invited to participate in this ministry by serving for funeral Masses. Training is conducted by the pastor.

- **contact for weekend Masses:** [Lori Kuhn \(scheduler\)](#)
  - o **phone:** (717) 259-0895
  - o **email:** [lanne22@verizon.net](mailto:lanne22@verizon.net)
- **contact for funeral Masses:** Fr. Timothy Marcoe (pastor)
  - o **phone:** (717) 259-0611
  - o **email:** [frtmarcoe@hbgdiocese.org](mailto:frtmarcoe@hbgdiocese.org)

### **Bereavement Luncheon Ministry**

This ministry prepares luncheons in the parish social hall following funeral Masses that take place in the church. Assistance is needed in food preparation, as well as in helping with meal service. This is a compassionate way to reach out to those families grieving by showing them this tangible support.

- **contact:** Jan Melhorn (coordinator)
  - o **phone:** (717) 308-2532
  - o **email:** [jkmelhorn@comcast.net](mailto:jkmelhorn@comcast.net)

### **Bible Study (weekday)**

This group meets to reflect upon and discuss the Scripture readings that will be proclaimed at the upcoming weekend Masses.

- **contact:** George Severns (facilitator)
  - o **phone:** (717) 292-0328
  - o **email:** [academia2@comcast.net](mailto:academia2@comcast.net)
- meets every Tuesday following the 9am Mass in FLH

### **Boy Scouts (Troop # 127)**

A prominent values-based youth development organization, which provides a program for young men that builds character, and helps build the future leaders of this country by combining educational activities and lifelong values with fun.

- **contact:** Kevin DePaulis (Scout Master)
  - o **phone:** (717) 528-8745
  - o **email:** [kevindepaulis@gmail.com](mailto:kevindepaulis@gmail.com)
- meets on Thursdays 7:00-8:30 PM in the Scout Lodge

### **Building & Grounds (Facilities) Committee**

This committee meets with the pastor, and concerns itself with the church facility, other buildings on the church grounds, and the overall upkeep of our parish structures and property. Projects of larger scopes that require outsourced bids are discussed with this committee. Membership by permission of pastor.

- **contact:** John Livelsberger (chair)
  - o **phone:** (717) 225-5678
  - o **email:** [jhlmel1994@comcast.net](mailto:jhlmel1994@comcast.net)
- meets as needed (approximately quarterly)

### **Catholic School Liaison**

This position serves to foster communication and enhance collaboration between our parish and our local Catholic elementary school (Immaculate Conception, New Oxford). *Position currently vacant.*

- **contact:** Fr. Timothy Marcoe (pastor)
  - o **phone:** (717) 259-0611
  - o **email:** [frtmarcoe@hbgdiocese.org](mailto:frtmarcoe@hbgdiocese.org)

### **CCD Catechist (Teacher)**

Catechists meet weekly with children (grades pre-K through 8) for religious instruction in CCD. This very important ministry is one way that the parish assists parents in their role as primary formators of their children in the ways of faith.

- **contact:** Sr. Rosanne Karmazin (Director of Religious Education and Faith Formation)
  - o **phone:** (717) 259-0611
  - o **email:** [srrkarmazin@hbgdiocese.org](mailto:srrkarmazin@hbgdiocese.org)
- meets each Sunday of the school year from 9:30 to 11:00 am in the REC

### **Cemetery Committee**

This committee meets with the pastor to discuss all aspects related to our parish cemetery – both old and new sections. Membership by permission of pastor.

- **contact:** Tracy Haper (chair)
  - o **email:** [tlhaper@aol.com](mailto:tlhaper@aol.com)
- meets as needed in the REC

### **Charismatic Prayer Group (“Upper Room”)**

A prayer group comprised of various local parishes that focuses special attention on the role the Holy Spirit plays in our daily lives as disciples of Jesus Christ. All are invited to attend and participate so as to grow in the life in the Spirit.

- **contact:** Fred Staub (leader)
  - o **phone:** (717) 880-5759
- meets on Mondays at 7 PM in FLH

### **Charitable Children Group**

This new ministry offers families with children through 8<sup>th</sup> grade opportunities to help others in need. The group will participate in activities such as visiting personal care residents to hand out crafts and sing songs, or delivering food baskets to parish shut-ins.

- **contact:** Jennifer DeRienzo or Rachel Brewer (coordinators)
  - o **phone:** (717) 259-5643 or (717) 225-8811
- meets according to planned schedule in FLH, and additional activities are included throughout the school year as scheduled

### **Children’s Liturgy of the Word**

Children (ages 3 through 2<sup>nd</sup> grade) are called forward during Mass and then sent forth with their teachers to hear the Word of God (the Bible readings) at an age-appropriate level, and then to interact with the Word through song and activity to help them better understand.

- **contact:** Rachel Brewer (coordinator)
  - o **phone:** (717) 225-8811
  - o **email:** [Brewer337@hotmail.com](mailto:Brewer337@hotmail.com)
- meets each Sunday of the school year at the 11:15 am Mass in FLH (approx. 20 min)

### **Choir/Music Ministry**

Lend your voice unto the Lord at Mass as a member of our parish choir, or as an individual cantor. There is both an adult choir which sings regularly throughout the academic year, as well as a children’s choir which may sing for special occasions. Occasionally, instrumentalists can be utilized at various liturgies too.

- **contact:** Roy Wainwright (parish organist)
  - o **phone:** (717) 792-3408
  - o **email:** [gerimenu1@comcast.net](mailto:gerimenu1@comcast.net)
- meets on Thursday at 7 PM in the choir loft of the church for choir practice

### **Coffee and Donuts Crew**

This group of parishioners organizes the monthly coffee and donuts social held on the 1<sup>st</sup> Sunday of the month after the 8:15am Mass on Sundays during the academic year. Help is needed to set-up and clean-up each time.

- **contact:** Anita Smith (Parish Secretary/Administrative Assistant)
  - o **phone:** (717) 259-0611
  - o **email:** [asmith@hbgdiocese.org](mailto:asmith@hbgdiocese.org)

### **Collection Stewards**

Each weekend the offertory collection is taken up at all Masses. Collection stewards are responsible for counting the collection and accurately reporting the various collections as needed.

- **contact:** Fr. Timothy Marcoe (pastor)
  - o **phone:** (717) 259-0611
  - o **email:** [frtmarcoe@hbgdiocese.org](mailto:frtmarcoe@hbgdiocese.org)

### **Cub Scouts (Pack # 127)**

A youth development organization that provides a fun and educational experience concerned with values. Besides providing a positive place where boys can enjoy safe, wholesome activities, it also focuses on building character and teaching practical skills.

- **contact:** [Mike Bergels \(Den Leader\)](#)
  - o **phone:** (717) 521-1280
  - o **email:** [bergelsmike@gmail.com](mailto:bergelsmike@gmail.com)
- meets on Mondays at 6:30 PM in the Scout Lodge

## Cursillo

Cursillo in Christianity is a retreat-like experience over the course of a three-day weekend that focuses on showing lay people how to grow in their faith by becoming effective Christian leaders in their daily lives. Several talks are given over the course of the weekend, and there are many opportunities for prayer, reflection, and discussion. The major emphasis of Cursillo is to ask participants to take what they've learned back into the world through ongoing personal spiritual development. *Although our parish connection to Cursillo is currently inactive, more information for Cursillo in the Diocese of Harrisburg can be found at: [www.harrisburg-cursillo.org](http://www.harrisburg-cursillo.org).*

## Extraordinary Ministers of Holy Communion (EMs)

This liturgical ministry is carried out in the context of Mass. EMs assist the priest in distributing the Sacred Body and the Precious Blood of our Lord Jesus Christ at Mass. EMs also may assist with bringing Holy Communion to the sick and home-bound outside of Mass. Additionally, they may help with the distribution of ashes and other functions in various liturgies. All interested in serving in this ministry should approach the scheduler. Permission is granted by the pastor. An official mandate from the Bishop must be received, along with training.

- **contact:** Claire Wentz (scheduler)
  - o **phone:** (717) 476-9733
  - o **email:** [clw-dmg@comcast.net](mailto:clw-dmg@comcast.net)

## Food Pantry Ministry

A joint ministry among various churches in the Abbottstown-East Berlin area exists to assist those with food-based needs. Parishioners of supporting churches and others are encouraged to help in various ways, including: organizing food pantry donations, assisting guests with their shopping, and cleaning up.

- **contact:** Pat Renaut
  - o **phone:** (717) 637-1110
  - o **email:** [patrenaut@hotmail.com](mailto:patrenaut@hotmail.com)
- 1<sup>st</sup> Wednesday of every month from 2 to 6pm at Trinity Church (117 W. King St., East Berlin); set-up is from 12noon to 2pm.

## Information Technology (IT) Committee

This new committee meets with the pastor to look to the IT needs of our parish by developing an IT Plan involving computers and other media, and continues to evaluate this plan into the future. Membership by permission of pastor.

- **contact:** Kevin Heliman (chair)
  - o **phone:** (717) 259-5871
  - o **email:** [pgk13692@comcast.net](mailto:pgk13692@comcast.net)
- meets as needed (approximately quarterly)

## Knights of Columbus

Our parish council of this fraternal order of Catholic men, built upon the principles of charity, unity, and fraternity. The Knights perform works of service for our parish, the larger Church, and the local community. Only members may attend meetings, but all Catholic men are invited to join.

- **contact:** Ken Glass (Grand Knight)
  - o **phone:** (717) 292-7156
  - o **email:** [ken.glass@kco.org](mailto:ken.glass@kco.org)
- meets 1<sup>st</sup> Wednesday of each month at 7 PM in FLH

## Ladies Auxiliary of the Knights of Columbus (Columbiettes)

Our parish organization of Catholic women that aids the Knights of Columbus Council spiritually, socially, and financially. *Currently inactive.*

- **contact:** Cathy Heilman (coordinator)
  - o **phone:** (717) 259-5871
- meets 3<sup>rd</sup> Wednesday of each month at 7 PM in FLH

## Landings

Landings is a program that provides a safe harbor (or a “landing” place) for returning Catholics to explore their faith and their future with the Church. For those who are active parishioners, Landings provides an opportunity to participate in the Church's evangelization mission by opening your hearts to those who have been away. Sharing your time, your resources, and your faith can help bring others back to the Church.

- **contact:** Bernadine Filliben (coordinator)
  - o **phone:** (717) 259-9006
- meetings and times vary

## Lector (Reader)

This liturgical ministry is carried out in the context of Mass and other liturgical celebrations. Lectors proclaim the Word of God (the Sacred Scriptures contained in the Bible) for the congregation to hear. All interested in serving in this ministry should approach the scheduler. Permission is granted by the pastor, and training must be received.

- **contact:** Dianne Giampietro (scheduler)
  - o **phone:** (717) 476-9734
  - o **email:** [clw-dmg@comcast.net](mailto:clw-dmg@comcast.net)

## Legion of Mary

Our parish chapter of this international organization, which focuses on evangelization and charitable works. Members are committed to doing some works of apostolate for the Legion each week, such as visiting those who are home-bound, residing in nursing homes, or are new to our parish. There are also auxiliary members, who commit to praying the Legion prayers daily but do not attend meetings or do Legion work.

- **contact:** Janet Todt (president)
  - o **phone:** (717) 528-4755
- meets on Tuesdays at 7:30 PM in Room 5 of the REC

## Media Outreach

This ministry aims at providing various forms of media (books, CDs, etc.) to parishioners for ongoing spiritual formation. The current provider of materials is a joint initiative between Lighthouse Catholic Media and Stewardship: A Mission of Faith. The display is located in the main vestibule of the church.

- **contact:** Andrew Altobelli (coordinator)
  - o **phone:** (717) 292-6733
  - o **email:** [ajaltobelli@hotmail.com](mailto:ajaltobelli@hotmail.com)

## Mentor Couples (Marriage Preparation)

This ministry is directly involved in the marriage preparation process for those couples seeking to marry in the Catholic Church. Engaged couples meet with mentor couples, in addition to the priest, to prepare to receive the Sacrament of Marriage. Mentor couples are married couples from the parish, who receive special training from the Diocese to carry out this ministry at the pastor's invitation.

- **contact:** Fr. Timothy Marcoe (pastor)
  - o **phone:** (717) 259-0611
  - o **email:** [frtmarcoe@hbgdiocese.org](mailto:frtmarcoe@hbgdiocese.org)

## Ministerium (Council of Churches)

The Abbottstown-East Berlin Ministerium is the body of Christian pastors from the local community that plans various events, such as Advent and Lenten ecumenical prayer services. This listing in this directory is an open-ended invitation for all parishioners to join in the above-mentioned planned events.

- **contact:** Fr. Timothy Marcoe (pastor)
  - o **phone:** (717) 259-0611
  - o **email:** [frtmarcoe@hbgdiocese.org](mailto:frtmarcoe@hbgdiocese.org)

## Ministry of Liturgical Preparations

This ministry carries out the special purification and cleaning of the linens used during Mass. The schedule rotates on a weekly basis. Instruction provided.

- **contact:** Joyce Menges (coordinator)
  - o **phone:** (717) 259-0062

## Mission Trips

This parish-related initiative provides opportunities from time to time for parishioners to participate in international mission trips, where service in the name of Jesus Christ is provided to those in need. Mission trips to Jamaica and Uganda with the Missionaries of the Poor have been conducted in recent times.

- **contact:** Roy Wainwright (for information)
  - o **phone:** (717) 792-3408
  - o **email:** [gerimenu1@comcast.net](mailto:gerimenu1@comcast.net)

## Outreach to Inactive Catholics

This initiative of the Parish Pastoral Council is one proposed way of directly reaching out to our brothers and sisters registered at our parish, but who have been inactive in the practice of their faith. *Currently this initiative is being studied.*

- **contact:** George Severns (chair)
  - o **phone:** (717) 292-0328
  - o **email:** [academia2@comcast.net](mailto:academia2@comcast.net)

## Parish Archives

Our parish is over 200 years old – that means we have a lot of history! Although there is no official parish archives established, there is a wealth of information that could be organized and catalogued for the preservation of our patrimony and the information of our parishioners. *This is a proposed initiative.*

- **contact:** **Judy and Bob Goley (coordinators)**
  - o **phone:** (717) 259-0345
  - o **email:** [n-4ih@comcast.net](mailto:n-4ih@comcast.net)

## Parish Caring Committee

This relatively new ministry offers assistance to parishioners on an as-needed basis, and can provide services such as: visitation, care giver relief, meals, light household chores, local transportation, and a limited supply of medical equipment to borrow. Many volunteers are still needed!

- **contact:** Anita Smith (Parish Secretary/Administrative Assistant)
  - o **phone:** (717) 259-0611
  - o **email:** [asmith@hbgdiocese.org](mailto:asmith@hbgdiocese.org)

## Parish Council of Catholic Women (PCCW)

Our parish chapter of this national council of more than 3,000 affiliated Catholic women's organizations. The PCCW acts through its members to support, empower and educate all Catholic women in spirituality, leadership and service. Their ministry includes organizing events such as the Angel Tree, collecting items for babies for the Gabriel Project, and assisting in the white ribbon against pornography campaign.

- **contact:** Pat Slonaker (president)
  - o **phone:** (717) 624-3245
  - o **email:** [paslonaker@comcast.net](mailto:paslonaker@comcast.net)
- meets on the 2<sup>nd</sup> Wednesday of the month in the FLH

## Parish Missions, Retreats, and Days of Recollection

These periodic events are parish-wide initiatives aimed at renewing us individually and collectively as church through music and the preaching of a visiting priest or other preacher.

- **contact:** Anita Smith (Parish Secretary/Administrative Assistant)
  - o **phone:** (717) 259-0611
  - o **email:** [asmith@hbgdiocese.org](mailto:asmith@hbgdiocese.org)

## Parish Finance Council

The Finance Council serves in a critical advisory and consultative role to the pastor in all business affairs of the parish. Responsible financial management requires that the Finance Council, in concert with the pastor, maintain vigorous oversight of the financial affairs of the parish. Together, they regularly oversee the accounting function, and review items such as budgets and financial statements reflecting income and expenses, parish savings and indebtedness. They regularly evaluate operating and capital requirements as well. Membership by appointment by pastor.

- **contact:** Bill Bowker (chair)
  - o **phone:** (717) 259-7475
  - o **email:** [wjbowker@glatcocu.com](mailto:wjbowker@glatcocu.com)
- meets at least quarterly (but more often, as needed) in the REC

## Parish Pastoral Council

The Pastoral Council is a consultative body, pastoral in nature that strives to discern the movement of the Holy Spirit among God's people in the parish. It investigates, under the authority of the pastor, all those things which pertain to pastoral works – to ponder them, and to propose practical conclusions about them. The Pastoral Council assists the pastor in his leadership role of planning, organizing, initiating, promoting, coordinating, and reviewing the various missions of the parish, which are: evangelization, education, pastoral ministry, liturgy, social concerns and outreach, and ecumenism and interfaith concerns. General membership positions through election by the entire parish.

- **contact:** George Severns (chair)
  - o **phone:** (717) 292-0328
  - o **email:** [academia2@comcast.net](mailto:academia2@comcast.net)
- meets approximately every month during the academic year in the REC

## Parish Social Events

From time to time various parish-wide social events are held, such as the Parish Picnic and the Veterans' Day dinner and movie. It is desired to offer such social events more frequently. The help of various parishioners is needed to propose, plan, and organize, as well as staff these events in various capacities.

- **contact:** Sr. Rosanne Karmazin (Director of Religious Education and Faith Formation)
  - o **phone:** (717) 259-0611
  - o **email:** [srrkarmazin@hbgdiocese.org](mailto:srrkarmazin@hbgdiocese.org)

## Prayer List

Listed in our bulletin each week is people who have asked for our prayers. All parishioners are encouraged to pray for these people and their intentions. Parishioners are also invited to call the parish office to add names of people to this Prayer Chain. (The parish office should also be contacted when the names of these people can be removed from this list).

- **contact:** Anita Smith (Parish Secretary/Administrative Assistant)
  - o **phone:** (717) 259-0611
  - o **email:** [asmith@hbgdiocese.org](mailto:asmith@hbgdiocese.org)

## Prayer Shawl Ministry

In this relatively new ministry, members knit prayer shawls, lap blankets, and other items (as needed) for the needs of the elderly or the infirm. Members do individual work at home, praying for the intended recipients as they work. They also gather monthly, and pray together for the needs of these recipients as they work together.

- **contact:** Jan Melhorn (coordinator)
  - o **phone:** (717) 308-2532
  - o **email:** [jkmelhorn@aol.com](mailto:jkmelhorn@aol.com)
- meets approximately every month, or as needed

## RCIA (Rite of Christian Initiation of Adults)

Stretching back to ancient times, the Church has always accompanied men and women that would like to become members of the Body of Christ. RCIA is the modern-day process in which people learn about the Catholic Church, with the possibility of receiving the Sacraments of Initiation. All inquiries are welcome. Participating in RCIA does not necessarily imply that reception into the Catholic Church is expected or mandatory.

- **contact:** Sr. Rosanne Karmazin (Director of Religious Education and Faith Formation)
  - o **phone:** (717) 259-0611
  - o **email:** [srrkarmazin@hbgdiocese.org](mailto:srrkarmazin@hbgdiocese.org)
- meets one evening each week during the school year for 1 ½ hours in the REC

## Respect Life Committee

A group of parishioners, which gathers informally to organize various respect life events at our parish, such as collecting signatures for the pro-life advertisement that appears in the newspaper, as well as organizing a group to participate in the annual March for Life in Washington, D.C.

- **contact:** [Sabrina Smith \(coordinator\)](#)
  - o **phone:** (717) 259-7981
  - o **email:** [sasmith19@msn.com](mailto:sasmith19@msn.com)
- meetings and times as necessary

## Small Christian Communities (SCC)

Small gatherings of parishioners, who regularly meet to pray, reflect, and help one another to grow in faith. Currently three existing communities exist. Development of new SCCs is highly encouraged – for where just two or three of us meet, there is Jesus in our midst!

- **main contact:** Roy Wainwright (leader)
  - o **phone:** (717) 792-3408
  - o **email:** [gerimenu1@comcast.net](mailto:gerimenu1@comcast.net)
- Wainwright Group (meets 2<sup>nd</sup> & 4<sup>th</sup> Wed. at 6:30 PM in REC)
  - o **contact:** Roy Wainwright (group leader)
    - **phone:** (717) 792-3408
    - **email:** [gerimenu1@comcast.net](mailto:gerimenu1@comcast.net)
- Aiello Group (meets 1<sup>st</sup> & 3<sup>rd</sup> Monday at 7 PM in the REC)
  - o **contact:** Kim Aiello (group leader)
    - **phone:** (717) 259-7656
- Thursday morning Group (meets Thursdays after the 9 AM Mass in the FLH)
  - o **contact:** Bernadine Filliben (group leader)
    - **phone:** (717) 259-9006
- meets as needed (approximately quarterly)

## Usher

This liturgical ministry involves interaction with the congregation at various liturgical celebrations. Ushers first greet parishioners upon entering the church. They conduct the collection during the Preparation of Gifts (offertory), assist with the procession during Holy Communion, and they distribute bulletins after Mass has ended. Ushers also assist members of the congregation with any needs they may have by providing them directions or answering questions. In general, they are helpful points of contact for information and assistance.

- **contact:** Lee Wicker (for further information)
  - o **phone:** (717) 259-1128
  - o **email:** [wicker72@verizon.net](mailto:wicker72@verizon.net)

## Vacation Bible School

This annual week each summer for young children is aimed at helping them to grow in their Catholic faith through prayer, song, and other activities that pertain to a particular Bible theme. Volunteers (young and old) are needed to assist with various aspects of VBS, including: chaperones, teachers, games, and snacks. One must receive the permission of the Director of Religious Education to assist.

- **contact:** Sr. Rosanne Karmazin (Director of Religious Education and Faith Formation)
  - o **phone:** (717) 259-0611
  - o **email:** [srrkarmazin@hbgdiocese.org](mailto:srrkarmazin@hbgdiocese.org)

## Youth Ministry

This new ministry reaches out to teens in high school (grades 9 through 12), and seeks to provide a forum for them to continue exploring and being formed in the Catholic faith through spiritual, service, and social activities. This occurs in an interactive, relationship-based environment, as opposed to a classroom setting. All high school teens are invited to participate!

- **contact:** [Paul Oakes \(Youth Ministry Leader\)](#)
  - o **phone:** (717) 309-1823
  - o **email:** [poakes@hbgdiocese.org](mailto:poakes@hbgdiocese.org)
- meets according to planned schedule in FLH, and additional activities are included throughout the school year as scheduled