

**CAROLINE CHURCH
 SPRING 2018 8:00 A.M.**

USHER/GREETER & READER SCHEDULE

	Usher 1		Usher 2		Reader	
2/11	Fred Johansen		Linda Sanders		Linda Sanders	
2/14 10am Ash Wed.	Michael Russell		Barbara Russell		Barbara Russell	
2/14 5pm Ash Wed.	Eileen Roggemann		Stephen Roggemann		Stephen Roggemann	
2/14 7pm Ash Wed.						
2/18	James Romanelli		Susan Romanelli		James Romanelli	
2/25	Linda Sanders		Fred Johansen		Fred Johansen	
3/4	Michael Russell		Barbara Russell		Barbara Russell	
3/11 Daylight Savings	Eileen Roggemann		Stephen Roggemann		Stephen Roggemann	
3/18	James Romanelli		Susan Romanelli		James Romanelli	
3/25 Palm Sunday	Fred Johansen		Linda Sanders		Linda Sanders	
3/28 7pm Tenebrae						
3/29 7pm Maundy Thurs.						
3/30 Good Fri. 10am Stations						

3/30 5pm Good Fri.	Eileen Roggemann		Stephen Roggemann		Stephen Roggemann	
3/30 7pm Good Fri.						
3/31 8am Holy Sat.	James Romanelli		Susan Romanelli		James Romanelli	
3/31 7pm Holy Sat. Great Vigil						
4/1 6am Sunrise Easter	Setauket Beach					
4/1 8am Easter	Linda Sanders		Edward Vitale		Edward Vitale	
4/1 9:30am Easter						
4/1 11:15am Easter						
4/8	Michael Russell		Barbara Russell		Barbara Russell	
4/15	Eileen Roggemann		Stephen Roggemann		Stephen Roggemann	
4/22	James Romanelli		Susan Romanelli		James Romanelli	
4/29	Edward Vitale		Edward Vitale		Linda Sanders	
5/6	Michael Russell		Barbara Russell		Barbara Russell	
5/10 7pm Ascension Thurs.	Eileen Roggemann		Stephen Roggemann		Stephen Roggemann	
5/13	Robert Clancy		Eileen Clancy		Eileen Clancy	

5/20	James Romanelli		Susan Romanelli		James Romanelli	
5/27	Robert Clancy		Eileen Clancy		Eileen Clancy	
6/3	Fred Johansen		Edward Vitale		Edward Vitale	
6/10 Last Day Sunday School	Michael Russell		Barbara Russell		Barbara Russell	
6/17	Robert Clancy		Eileen Clancy		Eileen Clancy	
6/24	Fred Johansen		Edward Vitale		Edward Vitale	

Usher/Greeter Reader notes: Please check the schedule often, for you may be ushering but not reading!

- If out of town **you** must arrange for a substitute usher or usher/reader. You can switch weeks with another usher or reader by contacting the individual ahead of time.
- If your usher partner does not show for the service request assistance from other ushers or parishioners attending the service at the collection, Eucharist, and when counting the collection.
- When the usher or a parishioner designated to read does not show: If you yourself cannot do the reading inform Canon Richard, or the Eucharistic Minister before the service.
- **Do not seat parishioners until the opening procession is completed or during the Lessons and the Holy Gospel.**
- **When counting attendance be sure to include those serving on the altar, the choir, and the balcony.**

Communion:

- Be mindful and alert Clergy of parishioners who may require Communion at their pew.
- It is important that those with difficulty walking be assisted to and from the communion rail.

Visitors:

- Visitors to the Church are not familiar with the **step up** to the communion rail and should be assisted as well.
- Visitors should be encouraged to sign the visitor book in the lobby and to attend the coffee/punch hour.
- Visitors interested in attending Caroline Church should be brought to the attention of Canon Richard.
- Visitor information cards are available in the pews.

Usher reminders:

As parishioners enter select a couple or several individuals to bring up the bread and wine offering.

- When the offering is brought up after the collection Canon Richard will only bow once to both the acolyte holding the plates and the ushers at the same time. At which time you may also bow, turn and leave.
- Always bow before and after reading the first lesson.
- Inform parishioners about and distribute the “**Angel bags**” to the children. See that they are returned as well.
- Place the visitor book with stand and the food collection cart outside if the weather is good.

If any parishioners, women, men, or youth are interested in ushering and/or reading please give me a call at 631-689-1210 or email me at garymis1@gmail.com

Thank you for your important service to our Caroline Church community.

Gary G. Mis

Coordinator, Ushers/Greeters & Readers schedule