

2017
ST. LEO'S PARISH, TYNDALL SD

Dear Altar Society Chairmen and Members:

This letter announces the 2017 Serving Committees, the Band Memberships, Parish Breakfasts, Good Samaritan Home assignments and the Greeting Card Correspondents.

Thank you to the Band Chairpersons and Co-Chairpersons and members for the support and cooperation you have given to St. Leo's Society this past year. Please let me know if you have comments or suggestions that will help us serve you better, or if you have questions.

Our meetings will be after Mass on the first Sunday of the month, there are a few exceptions so please see the meeting dates and times on the following page.

EVERYONE IS WELCOME TO ATTEND!!!!!!

Anything God asks us to do he supplies us with the energy to do it.

2017 ALTAR SOCIETY OFFICERS

President	Charlotte Cihak
Vice-President	Open
Secretary	Malicha Pravecek
Treasurer	Connie Kniffen.

Funeral Chairperson	Mary Ann Cuka	589-3788 or 661-4029
Funeral Co. Chairperson	Marge Stoebner	589-3829 or 464-0862

- A. Every adult woman in the Parish is automatically a member.
- B. Dues are \$5.00 per year
- C. Officers are elected annually. They are to hold only two one year terms, no one can again be elected to that same office. The Vice- President automatically becomes President. It is desirable to have either the Secretary or Treasure elected to another office so that all times there are two held-over officers and two new officers.
- D. Monthly Masses for the living and deceased members should be allowed at the first meeting of the year. Anniversary Masses for our deceased pastors can be allowed at this same time. Stipend is \$10.00 per Mass.
- E. A spiritual bouquet of two Masses on the death of a paid-up member should be allowed at the first meeting following her death. This was later amended to take care of aged members who had consistently paid dues. For them, Masses are still to be offered regardless if dues are currently being paid. Stipend for each Mass is \$10.00
- F. Flowers are to be purchased for Fr. Cronin's grave each Memorial Day. Treasurer takes care of this and places on grave.
- G. The Altar Society will make a \$100.00 yearly contribution for the personal expense to any student from our Parish who is studying for the Priesthood or to the Seminary fund.
- H. Christmas treats are to be furnished for CCD students and teachers. Gift for Father: \$200 in Chamber bucks by treasurer.
- I. The kitchen is to have an annual cleaning and inventory taken in late August or October.
- J. None of the kitchen equipment is to be removed from the premises except if one of the bands is using it for a money making purpose.
- K. Kitchen equipment is not to be rented out.

- L. Any member who resides in the Good Samaritan Center or other long-term care facility or who is extremely incapacitated will be on the honorary list.
- M. The Altar Society will give a \$500.00 scholarship to a St. Leo member who is in their first year of college.
- N. The Altar Society Members will be asked to donate food or pay –in \$10.00 for the annual soup kitchen. In addition, volunteers will be asked to work.

ST. LEO'S ALTAR SOCIETY
DUTIES OF BAND CHAIR AND CO-CHAIRMAN

- A. Attend six Altar Society meeting/events. Meetings are following Mass on the first Sunday of the month. Events as scheduled on previous page.
- D. Attend the Executive sessions with the Priest and Officers when called.
- E. Phone all new members and welcome them, and explain the Altar Society's purpose and goals. The Altar Society President will give you the names of the new members.
- F. Collect dues of \$5.00 from each Band member. These dues are used for monthly Masses for the living and deceased members, to service people of the Parish and for a memorial Mass at the time of a member's death. Please keep track of dues paid, new members and members who have left the church. (Band lists are available from the treasurer.)
- G. Schedule meeting of your band if necessary to fulfill the Altar Society objectives, overseeing the contribution of each Band member. Each band member contributes to the best of her ability, to the projects and duties required to meet those objectives.
- H. You are asked to collect pay-ins from you members for breakfast and other fundraisers. These funds are to be turned in to the Altar Society Treasurer.
- I. Any bills that you sign for in the name of the Altar Society are to be presented to the Altar Society Treasurer for payment. This may be done in a number of ways: simply sign the bill and notify the treasurer that is was done and where it was done, pay the bill yourself and give the receipt to the treasurer so that she may reimburse you; notify the treasurer before making the purchase, she will either make the purchase or go with you.
- J. See the Altar Society Committee list to find out when your band will serve the Parish Breakfast. You should be notified 2 weeks in advance that your band is serving.

In the past, the following seemed to be ample:

Breakfast is usually 4 dozen rolls or donuts during the winter and summer months. ½ gallon of Sunny-D or juice & coffee. Rolls, juice, coffee cups and napkins are placed on the bar. Coffee pots should be filled and placed on the tables after line has gone through. Basket is to be set out for donations. 2 people serve; others pay-in \$10.00 or bring rolls. Any rolls not sold can be sold for at least \$4.00 a dozen or .50 cents a roll.

POLICY FOR WAKE SERVICE RECEPTION AND FUNERAL LUNCHEON

By the St. Leo Altar Society, Tyndall SD
Effective 1-1-14

WAKE SERVICE RECEPTION

Coffee and juice, provided by the family, will be prepared and served by the Altar Society ladies. These ladies will provide the cookies and/or bars and serve them and others that are brought to the FCMC for the reception or luncheon.

FUNERAL LUNCHEON

Two options are available for the funeral luncheon.

1. A cold sandwich luncheon consisting of sliced ham, meats and or cheese. Bread or buns to be provided by the family. Ladies of the Altar Society will make them and provide salad and desserts to accompany the sandwiches. Coffee and juice are to be provided by the family.
2. A hot meal consisting of sliced ham and scalloped potatoes, and bread or buns furnished by the family and prepared by the Altar Society ladies. Altar Society ladies will furnish salads and desserts to accompany the meal. Coffee and juice to be provided by the family.

A funeral luncheon committee will order the food locally and charge the groceries to the Funeral Home in charge of the service. Corner Store in Tyndall requires an account be set up in order for groceries to be charged at their store. The Tyndall Bakery does not require an account. After an estimate of the number of people attending is given to the Funeral Luncheon Committee Chairman, currently Mary Ann Cuka, 605-589-3788, the food will be ordered locally for the type of luncheon requested. A committee will oversee preparations and serving. If a family requests food from out of town, or any special foods other than salads and desserts, they need to make arrangements for ordering and delivery to the FCMC.

We are suggesting an honorarium of \$150.00 be given to the Altar Society to set up, prepare and serve the Wake Service Reception and Funeral Luncheon.

The Funeral Luncheon Chairman (Mary Ann) will contact the Band Chairperson that is up next for a funeral, it will be the responsibility of the band chairperson to call for cookies, bars for the wake service and for the salads, cakes needed for the funeral dinner. Mary Ann will call for the workers to serve the wake lunch and the funeral dinner.

WAKE SERVICE AND FUNERAL VOLUNTEERS

Bares, Margaret	589-3711	Tycz, Darlene	589-3717
Blackburn-Zeiser, Marlene	589-3966	Varilek, Pat	589-3437
Branough, Deb	589-3981	Weier, Lisa	464-0250
Cihak, Charlotte	464-0179	Wagner, Janet	589-3097
Cuka, Mary Ann	589-3788	Winckler, Peg	589-3826
Hajek, MaryAnn	589-3115	Zimmerman, Anna	589-3841
Hovorka, Margie	589-3691	Zimmerman, Bobbi	463-2496
Jaeger, Eileen	589-4167		
Kniffen, Ed & Connie	589-3800		
Kniffen, Marcene	589-3612		
Kniffen, Margaret & Jim	589-3502	Jim Goglin	464-1795
Koster, Georgiann	589-3445	Funeral Home	589-3472
Kreber, Mary Ellen	589-3655	Jim home	589-3001
Kriz, Diane	589-3170		
LaCompte, Joie	589-3071		
McCann, Pat	589-3526		
Mikolash, Eleanor	589-3679		
Peschl, Marian	589-3204		
Rothschadl, Dee	589-3843		
Rothschadl, Joan	589-3187		
Rothschadl, Marilyn	589-3880		
Sedlacek, Jane	583-2202		
Slama, Sandy	589-3535		
Stoebner, Marge	589-3829		
Stolz, Shirleen	589-3694		
Sykora, LaVern	589-4194		

Please put this by your calendars. Thank you

Breakfast Schedule
First Sunday of the Month

Jan. 1	Band 4	May 7	Band 1	Sept. 3	Band 5
Feb. 5	Band 5	June 4	Band 2	Oct. 1	Band 6
Mar. 5	Band 6	July 2	Band 3	Nov.5	Band 7
Apr. 2	Band 7	Aug 6	Band 4	Dec.3	Band 1

ALTAR SOCIETY EVENTS- MEETINGS

Altar Society Meeting	Jan. 1, 2017	After Mass
Soup Kitchen	Jan. 15, 2017	everyone Connie Kniffen Chair.
Teacher Luncheon	Feb. 3, 2017	Band 3
Confirmation Breakfast	No for 2017	
Altar Society Meeting	Mar. 5, 2017	After Mass
World Day of Prayer	March	Band 4
Easter Cantata	April	Band5
Altar Society Meeting	May 7, 2017	After Mass
Totus Tuus	June 2017	Band 6
Altar Society Meeting	Aug. 27	After Mass
Guest Night	Oct. 3, 2017?	Band 7
Altar Society Meeting	Nov. 5, 2017	After Mass
Altar Society Meeting	Jan. 7, 2018	After Mass

GOOD SAMARITAN HOME- Dee Rothschadl- Margaret Bares
Mary Kreber- Marge Stoebner

GREETING CARD CORRESPONDANT- Mary Hajek

PRAYER CHAIN- Anna Mae Zimmerman- Mary Hajek

St. Leo's

ALTAR SOCIETY

2017

**Anything God asks us to do he
supplies us with the energy to do
it.**

**Every day do your best.
God will do the rest.**