

**CAROLINE CHURCH  
FALL 2017 9:30 A.M.**

**USHER/GREETER & READER SCHEDULE**

	Usher 1	Phone	Usher 2	Phone	Reader	Phone
<b>September 10</b>	Gary Mis		Mark LaSorsa		Virginia Cash	
<b>September 17</b>	Gillian Winters		David Elling		David Elling	
<b>September 24</b>	Calvin Hazell		William Harvey		William Harvey	
<b>October 1</b>	Edward Kemp		David Elling		David Elling	
<b>October 8</b>	Calvin Hazell		Gillian Winters		Gillian Winters	
<b>October 15</b>	Gary Mis		Mark LaSorsa		Triumpf Qosej	
<b>October 22</b>	Edward Kemp		William Harvey		Lainey Cash	
<b>October 29</b>	Gary Mis		Dan Johnson		Barbara Tyler	
<b>November 5</b>	Edward Kemp		Mark LaSorsa		Triumpf Qosej	
<b>November 12</b>	Gary Mis		Gillian Winters		Virginia Cash	
<b>November 19</b>	Edward Kemp		Dan Johnson		Dan Johnson	
<b>November 26</b>	William Harvey		David Elling		David Elling	
<b>December 3</b>	Calvin Hazell		Gillian Winters		Lainey Cash	
<b>December 10</b>	Gary Mis		Dan Johnson		Dan Johnson	

<b>December 17</b>	William Harvey		David Elling		David Elling	
<b>10 AM December 24 Christmas Eve</b>						
<b>5 PM Christmas Eve Children's Service</b>						
<b>8 PM Christmas Eve</b>	Gary Mis		Dan Johnson		Dan Johnson	
<b>10 PM Christmas Eve</b>	Calvin Hazell		Mark LaSorsa		Virginia Cash	
<b>10 AM December 25 Christmas day</b>	Edward Kemp		Gillian Winters		Gillian Winters	
<b>December 31</b>	Calvin Hazell		Dan Johnson		Dan Johnson	
<b>January 7</b>	Edward Kemp		David Elling		David Elling	
<b>January 14</b>	William Harvey		Gillian Winters		Gillian Winters	
<b>January 21</b>	Gary Mis		Mark LaSorsa		Triumpf Qosej	
<b>January 28</b>	William Harvey		Dan Johnson		Dan Johnson	
<b>February 4</b>	Calvin Hazell		Mark LaSorsa		Virginia Cash	

**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.**

### **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](mailto:garymis1@gmail.com)**

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

*Gary G. Mis*

Coordinator, Ushers/Greeters & Readers schedule