

**Church of St. Vincent DePaul**  
**Albany, N Y**  
**Plan for Gathering Again for Sunday Mass**

For All –What to Expect with Regard to Attending Mass

- Bishop Scharfenberger has continued his decree lifting the obligation to attend Sunday Mass. We will continue to tape and post St. Vincent’s Mass on YouTube for the foreseeable future.
- One should attend if feeling well; not exhibiting symptoms of respiratory illness or sharing a home or other communal space with someone who is or recently has exhibited symptoms of respiratory illness.
- Those planning to attend Mass must register on our parish website or phone the parish office with their intention with contact information, identifying the Mass they will attend (or did attend) in order for the parish office to notify them if it is learned that someone was present who became ill with COVID – 19
- The parking lot doors will be the “in” door and the Madison Ave. and Partridge St. doors will be the “out” doors. The elevator is to be used for both purposes by those who need it but only by one individual / family group at a time
- All in attendance over the age of two years must wear a mask at all times except when receiving Communion or performing a spoken / sung ministry.
- Attendees will pick up a worship aid (music leaflet) as they enter, being careful to touch only the one he or she will be using. The worship aid should be left on one’s chair at the conclusion of Mass for volunteers to pick up and recycle. This will also help the volunteers know which seats to sanitize between Masses.
- We will be using alternate row seating and asking individuals or family groups to leave three chairs between them and the next individual / group. All must observe signage and guidance of Ministers of Hospitality with regard to physical distancing of individuals or family groups. If we exceed the safe occupancy level of our main worship space, the plan is to use the parish hall with Mass projected on the smart TV.
- All must wash or sanitize hands upon entering the worship space, after using the restroom or managing a cough or sneeze.
- At Communion time, all are to follow the directions of the Ministers of Hospitality and observe floor markings indicating appropriate physical distances.
- It is highly recommended that Communion be received in the hand. If one chooses not to follow this recommendation he or she should wait to receive after all others in line.
- The offering of the Sign of Peace may not include physical contact.
- Coffee hour is suspended until gathering is recognized to be safe.
- Parishioners should not linger to chat in the building; the priest will not greet people at the doorway.

#### For Liturgical Ministers

- One should attend if feeling well; not exhibiting symptoms of respiratory illness or sharing a home or other communal space with someone who is or recently has exhibited symptoms of respiratory illness.
- Readers / cantors should wear a mask but remove it when they are performing their ministry.
- Sanitize hands before and after performing their ministry.
- Lectors, adult acolytes and cantors should wipe down the microphone with a sanitizing cloth after they have used it.

#### For Eucharistic Ministers

- Sanitize hands before and after receiving Communion and after distributing Communion.
- Remove mask to receive Communion; replace mask to distribute Communion.
- Sanitize hands immediately if, when distributing Communion, your hand touches the hand of a communicant or after distributing Communion to someone who has chosen to receive on the tongue.
- Remain standing at your assignment until all have received; do not move to assist in another location to avoid compromising physical distancing.

#### For Ministers of Hospitality

- Ensure the entry and exit protocols are followed.
- Ensure that physical distancing protocols are followed
- Offer a disposable mask to anyone arriving without one by directing them to the table on which they are placed.
- Direct people to sources of hand sanitizer and individual packages of tissues as needed.
- The offertory basket will not be passed. Instead people will be invited to deposit their offering in a circular flow reflective of the Communion procession.
- Direct the flow of the Communion line so that physical distancing is observed.

#### For Adult Acolytes

- Remain masked except when speaking at the pulpit.
- Follow the norms for Eucharistic Ministers when offering Communion.

#### For Liturgical Coordinators

- Fulfill your ministry as is typical, wearing a mask at all times and maintaining physical distancing.
- There will be no passing of the basket. Rather people will be invited to walk to a basket to drop in their offering.
- There will be no procession with the bread and wine.

#### For Veronica Ministers

- Wear gloves when handling soiled linens. These will be found in the sacristy.

#### For Counters

- Wear gloves when handling the offerings (or we can count on Wednesday, 72 hours after the last Sunday Mass.)

The ministries of Altar Server, Bread Baker and Coffee Hour are suspended until it is safe to resume them.

#### Keeping our Worship Space as Safe as Possible

- Custodial staff, Carolos and Rich will be working on alternate Sundays to ensure that bathrooms and other high touch areas are sanitized between Masses.
- Volunteers, gloved and masked, are requested after each Mass to assist with wiping down high touch surfaces and collecting worship aids from previously occupied seats..