

WEEKLY ALTAR GUILD SET UP

Current November 30, 2024

IN THE SANCTUARY

- Check and replace, if necessary, the narthex table cover
- Replace and light sanctuary candle (next to the ambry)
- Refill lighter/extinguishers with liquid wax, filling to about ½ inch from top
- Fill candle lighter and liquid wax candles. Fill to ½ inch from top and barely tightened:
 - reredos candles
 - pavement candles
 - candles on the windowsill above the sink for the Children's School service
 - Paschal candle if necessary
 - acolyte torches (these candles unscrew from the torch)
 - candles for children's chapel (in locked Sunday School closet in undercroft - use the Church Internal key to unlock)
- Hymnals and bulletins for the acolytes placed on the seats on the choir side of the altar
- Place alms basins in receiving basin and put them in the narthex.
- Move one alms basin to the small credence table in the right aisle, near the chapel.