
PARAMENTS AND BANNERS

1. Obtain a liturgical calendar from the secretary. If there is a special service needing special Paraments and Banners, someone¹ passes on the information to you.
2. For selection information use the two white notebooks of banner photos and the maroon spiral for Paraments that show various sets ready for a service. From these there are usually two or more choices, but not always.
3. Banners are in the sanctuary closet in various places, except for the baptism banner in the TEC.
4. Paraments are in sets on large hangers from front to back of the left side of closet.
5. Once you have the color for the season, you may change these for variety as you choose. Or you may rotate these within the three locations for banners: at the front, side, and back. You may elect to have as few as two banners hanging or as many as four. Aside from being in the proper color for the liturgical year, the frequency for banner changes is pretty much up to the volunteer. Paraments are changed less often usually.
6. Tools to use: Inside closet are notched poles to use for moving banners on rods. Black rods are used for hanging for a service, if needed, a step stool is available.
7. Cleaning the linens used for the altar has not been a part of this responsibility.

¹ This is usually the Pastor or a committee member for Worship & Music.