



## Archdiocese of Saint Louis Archives and Records

### Office of Worship Records, 1932-2014

#### Descriptive Summary

**Creator:** Office of Worship

**Title:** Office of Worship Records

**Dates:** 1932-2014

**Abstract:** The Office of Worship Records contain correspondence, meeting minutes, planning documents, reports, guidelines, publications, and audio-visual materials that relate to the Diocesan Commissions for Promoting Correct Church Music, the Commission on Sacred Liturgy and Church Music, the Commissions for the Sacred Liturgy, Sacred Music and Sacred Art, and the Office of Worship.

**Extent:** 13 linear feet (13 boxes)

**Language of Materials:** English

**Record Group Number:** RG 03 C 01

#### Access

Open to the public. Please make an appointment to research at the archives. See our website at <http://archstl.org/archives>.

#### Historical Note

Founded in 1932 by Cardinal Glennon, the Diocesan Commission for Promoting Correct Church Music served as the predecessor to later liturgical offices for the archdiocese. Cardinal Glennon sought to improve the quality and participation of music in the liturgy. The first chair of the Commission was Fr. Sylvester Tucker. The Commission worked throughout the diocese as a whole, seeking the improvement of programs such as the Archdiocesan Children's Chorus and the creation of hymnals that could be distributed throughout the diocese. They also hosted music festivals for parish children in the diocese. The Diocesan Commission remained active until 1948.

One large aspect of the Commission's work was creating the St. Louis Organist Guild. The first president of the Guild was Mr. Diebels. The Guild consisted of organists, choirmasters, and music teachers from the diocese. Its goal was to work with the Diocesan Commission to promote correct church music in their own choirs and parishes. Members of the Guild also participated in the Organist Guild Choir, which performed throughout the archdiocese. The Guild remained active until 1952, when documentation of meetings stopped.

In May 1948, Archbishop Ritter created the Archdiocesan Church Music Commission and the Liturgical Commission, appointing Monsignor Brinkman as the chairman of both. The two commissions merged to create the Commission on Sacred Liturgy and Church Music. The newly-formed Commission worked with the Gregorian Institute on a national hymnal and other liturgical matters. It also planned and held liturgical seminars for priests. Following the death of Monsignor Brinkman, Bishop Charles Helmsing was appointed chairman in April 1953. The Commission remained active until 1955.

Archbishop Ritter created the Archdiocesan Commissions on Sacred Liturgy, Sacred Music and Sacred Art in March 1959, following the Instruction of the Sacred Congregation of Rites in September 1958. Bishop Glennon P. Flavin was chair of the Commissions. Each commission had a separate agenda. The Liturgy Commission sought to help pastors guide congregations towards more active participation in the

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mass. The goal of the Music Commission was to place a larger emphasis on training students, choirs, and organists. They also promoted participation of the congregation in hymns and responses in the mass. The Music Commission was instrumental in the implementation of the changes brought about by the Second Vatican Council. The Art Commission worked to advise parishes on liturgical art and create an art education program for seminarians. The commissions also worked to create liturgical guidelines and put on various programs throughout the archdiocese. Various committees that operated under the commissions included the Journey into Faith Committee (RCIA), the Ritual Needs Committee, and the Committee on Children's Liturgy.

In 1981, under the chairmanship of Msgr. Nicolas Schneider, the commissions proposed the creation of an Office of Worship. Up to this point, much of the Liturgy Commission's work had been implemented only in the Cathedral Basilica of Saint Louis parish. The Office of Worship would focus on spreading liturgy guidelines and policies to other parishes in the archdiocese. Fr. Everett Diederich, S.J. began doing this work a few days per week. In 1982, Archbishop May approved the office and appointed Fr. Jim Telthorst as full-time director. Fr. Telthorst worked directly with parish liturgical committees and parish priests, providing workshops and pastoral guidelines. The Director of the Office of Worship also served as the Executive Secretary for the Commissions. The work done by the Office of Worship became very popular in the parishes, and the Office went on to publish various newsletters and host programs such as Liturgy Camp. It also participated in regional and national conferences including the Missouri Liturgical Congress and National Liturgical Week.

Directors of the Office of Worship included Frs. Paul Niemann in 1992, William McCumber in 2001 and Nicholas Smith in 2014. Currently, the Office of Worship continues to provide liturgical guidance and resources to the archdiocese. The Offices of Christian Initiation, Church Building, Eucharistic Adoration, Rites & Sacraments, Sacred Music, and Events, Conferences & Resources exist under the Office of Worship. The Commission for Sacred Liturgy operates under the Office of Worship as well, providing liturgical education for lay people and parishes.

## Scope and Content

This collection contains correspondence, meeting minutes, financial information, planning documents, guidelines, publications, and audio-visual materials that originated through the Archdiocesan Office of Worship and its predecessors between the years 1932 and 2014. There is little documentation of the mid-1950s. The collection is organized into eight series.

**Series 1: Diocesan Commissions for Promoting Correct Church Music and St. Louis Organist Guild** contains correspondence, minutes, and reports from the organization from 1932 to 1954, as the forerunner to the establishment of the Commission on Sacred Liturgy and Church Music. The materials are arranged in chronological order and relate to guidelines regarding liturgical music and the programs of the Organist Guild. Reports include Archbishop Glennon's commissioning of the Diocesan Commissions for Promoting Correct Church Music.

**Series 2: Commission on Sacred Liturgy and Church Music** contains the correspondence of the commission from 1948 to 1959 relating to program planning and meetings. The materials are arranged in chronological order.

**Series 3: Commissions for the Sacred Liturgy, Sacred Music and Sacred Art** contains correspondence, meeting minutes, reports, and financial information relating to the formation of the commissions, staff, program planning, operations, and guidelines. The materials range from 1959 to 1995. The series includes both general correspondence of the commissions and specific correspondence with the

archbishops. Next is separate correspondence for the Art Commission, the Music Commission, and the Liturgy Commission. All correspondence is arranged chronologically with contents in reverse chronological order. Each commission has its own meeting minutes, reports, and financial information, which are also arranged chronologically with contents in reverse chronological order. Contents of interest include information regarding the making of the host and a ledger of sales for the Missouri Catholic Hymnal.

**Series 4: Special Committees and Office of Worship** contains materials related to the formation of and operations of the Office of Worship and other committees. First in the series, the Committee on Children's Liturgy and the Ritual Needs Committee, offshoots of the Liturgy Commission, have their own correspondence and meeting minutes. The Office of Worship, also originally under the Liturgy Commission, has correspondence and reports ranging from 1981-1999 arranged chronologically with contents in reverse chronological order. The correspondence contains information regarding the work of Fr. James Telthorst. Also included in this series is planning, correspondence, and questionnaire reports from Saint Louis Synod 10 in 1987.

Lastly, this series contains the Journey into Faith (RCIA) Committee general correspondence, reports, and correspondence with the Archbishops. Journey into Faith files also cover program development, workshops, and manuals.

**Series 5: Liturgical Guidelines and Programs** contains guidelines, archdiocesan programs, and reports from the Commissions and Office of Worship.

**Subseries 5.1: Guidelines**

The guidelines contain the Pastoral Guidelines publication, Worship Aids, and Worship Guidelines booklets released by the Archdiocese. Following these, all guidelines are arranged in alphabetical order according to topic. These guidelines span a vast amount of topics including various liturgical matters, copyright information, and homily outlines.

**Subseries 5.2: Programs**

Archdiocesan programs consist of planning materials for various events hosted by the archdiocese, including special masses, Liturgy Camp, and Regional Liturgy Days. All program information is arranged alphabetically by topic.

**Subseries 5.3: Liturgy Assessment and Renovation**

Next, the series contains Liturgy Assessment Reports spanning from 1982 to 1993. These reports were filed by the Office of Worship about various parishes throughout the archdiocese. They offered suggestions and critiques regarding the liturgy at the parish. These reports are arranged alphabetically by parish name.

Lastly, the series contains materials regarding new construction and renovation of parishes in the archdiocese from 1983 to 2000. Files include mostly correspondence. Some files also have photographs or sketches. These folders are separated between new construction and renovation and are arranged alphabetically by parish name.

**Series 6: State and National Associations** contains planning materials and correspondence relating to programs and conferences that the archdiocese participated in on a state or national level. Folders are grouped by event, and contents of the folders are arranged chronologically when applicable.

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**Series 7: Publications** contains newsletters and special mass programs published by the archdiocese. The information in the newsletters relates to RCIA, the liturgy, and music. Newsletters are arranged alphabetically by title.

The special mass programs are for masses and prayer services from 1978 to 2014, the majority of which were held at the Cathedral Basilica of Saint Louis. The first sets of programs are arranged alphabetically by topic. Following the topical programs, a wider variety of programs are arranged chronologically.

**Series 8: Audio-Visual Materials** contains VHS tapes, cassette tapes, and CDs. The VHS tapes are of conferences, masses, and ordinations. The cassette tapes are recordings of the Gateway Liturgical Conference, and the CDs are recordings of various other conferences.

### **Administrative Information**

**Provenance:** Office of the Archbishop, Office of Worship

**Accession:** 2011-006, 2011-007, 2011-034, 2013-004, 2013-026, 2014-005, 2014-043, 2016-017, 2016-054, unknown

**Processing note:** Processed by Allison Segura, August 2016