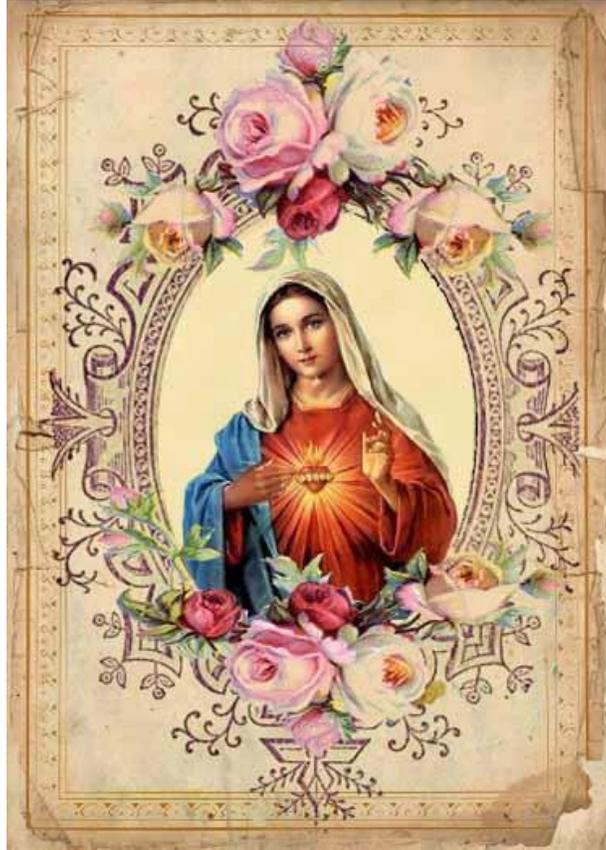


Maryland State Council



Ladies Auxiliary Installation

(2016 Version)

Installation date:

Installation location:

Auxiliary:

INSTALLATION OF THE LADIES AUXILIARY

This installation is meant to immediately follow the Council installation. The State Ladies Auxiliary Co-Chairs should be included in the planning. If the Ladies installation occurs at a separate time, the State Ladies Auxiliary Co-Chairs must be consulted in order to select a date since one of them will be the officiating officer.

Participants:

- *State Ladies Auxiliary Co-Chair (Can be substituted with District Deputy)*
- *Chaplain (Ask his permission. Prayer can be led by the installing official)*
- *Ladies Auxiliary Officers (seated near the front of the church)*
- *Organist (or CD player with selected hymns)*
- *Cantor (optional)*
- *Wife of the State Representative or a member of the Ladies Auxiliary may be asked to assist with flowers/jewels*

Props:

- *Four (or five) chairs placed in front after men's installation or 1st pew with space for officers.*
- *Page with Chaplain's prayers in large print.*
- *Jewel and/or flower with a purple ribbon for President*
- *Jewel and/or flower with a blue ribbon for Vice-President*
- *Jewel and/or flower with a yellow ribbon for Secretary*
- *Jewel and/or flower with a green ribbon for Treasurer*
- *Programs containing officer's names and song lyrics (optional)*
- *Lyrics to selected songs available at the end of this document*

SCRIPT:

We will now proceed to install the officers of the _____
(Name of Auxiliary). (If the ladies are not already in the front, ask them to come forward.)

Installing Officer: Please join us in singing the first verse of Immaculate Mary. (If using hymnal: The words are located in the hymnal #____.)

If not a part of the Council installation, the Pledge of Allegiance should be said here. I pledge allegiance...

Installing Officer: Will the Worthy Council Chaplain please offer a prayer?

Chaplain: In the name of the Father, and the Son, and the Holy Spirit. Lord, we ask you to bless the ladies of our Auxiliary. Place them under your Mother's protection as we say: "Hail Mary, full of grace..."
In the name of the Father, and the Son, and the Holy Spirit, Amen.

Installing Officer:

Good Morning (Afternoon, evening).

To the outgoing Auxiliary officers:

Please accept my thanks and congratulations for your dedication and service.

Your experience can be a great asset. The newly elected officers of _____ (Name of Auxiliary) will need your advice. You are the living history of your auxiliary, and your continued involvement will ensure the education of new members.

Would the Ladies Auxiliary Officers please stand. As I call your name, please come forward to be installed.

Ladies, you have been elected to the offices of President, Vice-President, Secretary, and Treasurer. You have individual responsibilities and duties that will require you to work together.

You are responsible for the administrative affairs of the Auxiliary. You will determine its policies and activities, and you will work with members and prospective members.

You should be present at all meetings and take an active part in all discussion.

*(If the wife of a State Representative or a member of the LA is assisting, ask her to come forward: **Would _____ please come forward to assist with the flowers (and/or jewels)**)*

President: _____

Congratulations on your election.

As President, it is your responsibility to work with your fellow officers. Communication begins and ends with you. You are ultimately responsible for the actions of your officers. It is important that you listen to input from all members before making any decision.

By electing you as President, your members have vested their faith, confidence and good wishes in you.

Please accept this jewel and/or flower with a purple ribbon as a symbol of the office of President.

President may sit or remain standing, as decided during rehearsal/preparation.

Vice President: _____

Congratulations on your election.

As next in line for the office of President, you become her understudy, and you fulfill her duties if she is unable to serve.

Offer your knowledge and experience to the development of strong and enjoyable programs for your Auxiliary, and do your best to increase participation. Focus your energies on reaching out to bring more new members into the Auxiliary.

Please accept this jewel and/or flower with a blue ribbon as a symbol of the office of Vice-President.

Vice-President may sit or remain standing, as decided during rehearsal/preparation.

[Some Auxiliaries have a recording secretary and corresponding secretary. Please follow the script for SECRETARY if the auxiliary only has one secretary. Please follow the script for TWO SECRETARIES if the auxiliary has both recording and corresponding secretaries.]

SECRETARY – only one

Secretary: _____

Congratulations on your election.

The position of Secretary is one of the most important of all responsibilities. It is your duty to keep careful, accurate, and legible minutes and to keep these on file for future reference.

You are responsible for all timely correspondence to and from the Auxiliary. Prepare social correspondence as directed by the President, and take your responsibilities seriously.

Please accept this jewel and/or flower with a yellow ribbon as a symbol of the office of Secretary.

Secretary may sit or remain standing, as decided during rehearsal/preparation.

TWO SECRETARIES – RECORDING & CORRESPONDING

Recording Secretary: _____

Congratulations on your election.

The position of Recording Secretary is one of the most important of all responsibilities. It is your duty to keep careful, accurate, and legible minutes and to keep these on file for future reference.

Please accept this jewel and/or flower with a yellow ribbon as a symbol of the office of Secretary.

Recording Secretary may sit or remain standing, as decided during rehearsal/preparation.

Corresponding Secretary: _____

Congratulations on your election.

You are responsible for all timely correspondence to and from the Auxiliary. Prepare social correspondence as directed by the President, and take your responsibilities seriously.

Please accept this jewel and/or flower with a yellow ribbon as a symbol of the office of Secretary.

Corresponding Secretary may sit or remain standing, as decided during rehearsal/preparation.

Treasurer: _____

Congratulations on your election.

This office requires financial ability and demands personal integrity.

Your duties will be to oversee funds, keep proper records, distribute funds upon approved request, and provide the Council with a financial report twice a year during the Council audit.

Please accept this jewel and/or flower with a green ribbon as a symbol of the office of Treasurer.

Treasurer may sit or remain standing, as decided during rehearsal/preparation.

Auxiliary officers, (if not already standing, add “please stand”) please raise your right hand. Do you promise to fulfill the duties and responsibilities of your office to the best of your abilities?

All new officers answer: I do.

Installing Officer:

You may lower your hand. It is a great privilege to welcome you as a duly installed Officer, of the _____ (Name of Auxiliary). As you move forward, remember that this is more than just an office. Making friends and having fun turns obligations into enjoyment. This is true for you and will be true for all of your members.

Congratulations and best wishes to each of you. I look forward to working with you during this Fraternal year.

Ladies, please turn and face the audience.

**Ladies and Gentlemen, I now present the officers
_____ (Name of Auxiliary).
(Applause)**

Worthy Chaplain, please invoke the blessings of the Lord upon these women who will serve as Officers of this Auxiliary.

**Chaplain (or Installing Officer if the Chaplain is not present):
In the name of the Father, and of the Son, and of the Holy Spirit,
Amen.**

Heavenly Father, we pray that you will fill the newly installed officers of this Ladies Auxiliary with your spirit, and that you will bless their endeavors.

We ask this in Your Son's Name, who lives and reigns with You and

the Holy Spirit, forever and ever. Amen.

Installing Officer:

Ladies you may take your seats.

Let us conclude this Installation by singing one verse of _____ . (If using hymnal, The words are located in the hymnal #____.)

The auxiliary may select from:

Hail Holy Queen

Daily, Daily Sing of Mary

Sing of Mary, Pure and Lowly

Thank you for your presence here today.

If a reception is planned:

Please join us for refreshments in the _____.

IMMACULATE MARY



1. Im - ma - cu - late Ma - ry, thy prais - es we _
2. In hea - ven the bles - sed thy glo - ry pro -
3. Thy name is our pow - er, thy vir - tues our _
4. We pray for our Moth - er, the Church up - on _



1. sing, Who reign - est in splen - dor with
2. claim; On earth, we thy chil - dren in -
3. light, Thy love is our com - fort, thy
4. earth, And bless, dear - est La - dy, the



1. Je - sus our _ King. A - ve, A - ve,
2. voke thy fair _ name.
3. plead - ing our _ might.
4. land of our _ birth.



A - ve Ma - ri - a! A - ve, A - ve Ma - ri - a!

HAIL HOLY QUEEN ENTHRONED ABOVE



1. Hail, _ ho - ly Queen en - thron'd a - bove,
2. Our _ life, our sweet - ness, here be - low,
3. To _ thee we cry, poor sons of Eve,
4. Turn _ then most gra - cious Ad - vo - cate,



1. O Ma - ri - a! Hail _ Moth - er of mer - cy
2. O Ma - ri - a! Our _ hope in sor - row
3. O Ma - ri - a! To _ thee we sigh, we
4. O Ma - ri - a! To - ward us thine eyes com -



1. and of love, O Ma - ri - a!
2. and in woe, O Ma - ri - a!
3. mourn, we grieve, O Ma - ri - a!
4. pas - sion - ate, O Ma - ri - a!



Tri - umph all ye _ Che - ru - bim, Sing with us ye _



Ser - a - phim, Heav'n and earth re - sound the hymn;



Sal - ve, Sal - ve, Sal - ve Re - gi - na!

DAILY, DAILY SING TO MARY



1. Dai - ly, dai - ly sing to Ma - ry,
2. She is might - y in her plead - ing,
3. All our gra - ces flow through Ma - ry;



1. Sing, my soul, her prai - ses due: All her feasts, her
2. Ten - der in her lov - ing care; Ev - er watch - ful,
3. All then join her praise to sing: Fair - est work of



1. ac - tions hon - or With the heart's de - vo - tion true.
2. un - der - stand - ing, All our sor - rows she will share.
3. all cre - a - tion, Moth - er of cre - a - tion's King.



1. Lost in wondring con - tem - pla - tion, Be her maj - es -
2. Ad - vo - cate and lov - ing mo - ther, Me - di - a - trix
3. Sing in songs of peace un - end - ing, Call up - on her



1. ty con - fessed: Call her Moth - er, call her Vir - gin,
2. of all grace: Heaven's bless - ings she dis - pen - ses
3. lov - ing - ly: Seat of wis - dom, Gate of heav - en,



1. Hap - py Moth - er, Vir - gin blest.
2. On our sin - ful hu - man race.
3. Morn - ing star up - on the sea.

Sing of Mary, Pure and Lowly



1. Sing of Mar - y pure and low - ly, Vir - gin - moth - er
2. Sing of Je - sus, son of Mar - y, In the home at
3. Glo - ry be to God the Fa - ther; Glo - ry be to



- un - de - filed, Sing of God's own Son most ho - ly,
 Naz - a - reth. Toil and la - bor can - not wea - ry
 God the Son; Glor - ry be to God the Spir - it;



- Who be - came her lit - tle child. Fair - est child of
 Love en - dur - ing un - to death. Con - stant was the
 Glo - ry to the Three in One. From the heart of



- fair - est moth - er, God the Lord who came to earth,
 love he gave her, Though he went forth from her side,
 bless - ed Mar - y, From all saints the song as - cends,



- Word made flesh, our ver - y broth - er,
 Forth to preach, and heal, and suf - fer,
 And the church the strain re - ech - oes



- Takes our na - ture by his birth.
 Till on Cal - va - ry he died.
 Un - to earth's re - mot - est ends.

Opening Prayer

In the name of the Father, and the Son, and the Holy Spirit. Lord, we ask you to bless the ladies of our Auxiliary. Place them under your Mother's protection as we say: "Hail Mary, full of grace..." In the name of the Father, and the Son, and the Holy Spirit, Amen.

Closing Prayer

In the name of the Father, and of the Son, and of the Holy Spirit, Amen.

Heavenly Father, we pray that you will fill the newly installed officers of this Ladies Auxiliary with your spirit, and that you will bless their endeavors.

We ask this in Your Son's Name, who lives and reigns with You and the Holy Spirit, forever and ever. Amen.