

St. Francis Communications Committee Actions & Activities, as of 3/16/2009

<i>Date Started</i>	<i>Date needed</i>	<i>Action/Activity Description:</i>	<i>Status/In work by:</i>
		Communications Committee members & Areas of Responsibilities	<ul style="list-style-type: none"> • Co Chair/Minutes: Bill Bowen • Co Chair/Parish Calendar: Dave Adams • Posters, Information List: Ray Fontaine • Webminister: Jeanne Brzycki • Newspaper Liaison: Anna Donovan • Publications: Martha.Lofland • PC Recruitment: Debbie Fish •
3/4/09		Communications commission mtg held at KofC from 7:30pm-8:30pm	<ul style="list-style-type: none"> • present: Bill, Martha, Ray, Deb, Anna, Jeanne • absent: Dave, •
		April parish bulletin calendar proof read / finalized for printing	<ul style="list-style-type: none"> • All, Jeanne, Dave •
		“Sandwich” board made by Dave for display outside church entrance was damaged by high winds. Being repaired.	<ul style="list-style-type: none"> • Dave
		Discussion on change to Pastoral Council recruiting process. At last PC meeting, Fr. Vern said he will begin process by explaining the new concept at mass: a one year term and how each commission will elect their own chairpersons. Each commission has been assigned a weekend to address parishioners at each mass for 1-2 minutes to detail their commission, its role in the parish, responsibilities and goals. A ‘RSVP’ type of invitation will be used for parishioners to accept the invitation to lend a hand instead of a ballot to nominate people. Each commission will contact RSVPs.	<ul style="list-style-type: none"> • Apr 18 & 19- Communications, Hospitality • Apr 25 & 26- Vocations, Spiritual Life • May 2 & 3- Faith Development, Family Life • May 9 & 10- Bulletin flyer • May 16/17- invitations distributed at masses.
		Discussion on Communications coordinating the parish photo album. March 16, meet with the photographer Dave Wade of Life Touch Studios to finalize arrangements and the sign up process. Fr. Vern will have specifics in the Easter bulletin.	<ul style="list-style-type: none"> • Bill, Ray, Deb
		Discussion on parish mission advertising.	<ul style="list-style-type: none"> • Anna- Sentinel, Republican • Bill- Ch 5
		Next Communications Committee mtg will be 7:30pm April 13 at KofC hall.	<ul style="list-style-type: none"> •