

**Minutes
Communications Ministry**

May 14, 2009

These are the minutes of the Communications Ministry monthly meeting.

Attendees:

Steve Hill Ed Johnson Janice LaMotte Lorinda Rodrigues

1. Opening Prayer and Intentions

The meeting was opened at 7:05pm by Lorinda, who was substituting for Mike. Lorinda led the opening prayer.

2. Approval of February and April minutes

Minutes from April 8 and February 12 meetings were approved, with a corrected spelling of FilAm Group in the April minutes.

3. Newsletter

Steve presented the status of the June 5 – 6 newsletter. He distributed a draft hard copy for the Ministry's review.

- Ed Ford's profile needs to be completed (Ed has been on vacation)
- Mike Hoffman needs to submit the Finance Committee article
- Lorinda will submit a revised clue for the crossword puzzle.

Janice proposed an article on Ron Palma's volunteer work maintaining the rose garden outside of the rectory. This story was added to the story idea bank.

4. Website

The growth in website visits is tapering off. The bump we got from Ed's website improvements has matured. In April, the site had 2,424 visitors (unique) viewing 7,037 pages. The Easter schedule page was especially popular. Other popular pages are the bulletin, pastor profiles, calendar, Mass schedule, special events and photo galleries.

The website host, iPower, has stabilized, creating less of a motivation to move the site. Mike Lee is moving the school's website to a new provider this summer.

5. Parish Planning Project

It was decided to take a break from this activity for the duration of the summer. We will attempt to reach some groups during the Ministry Faire.

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6. Spring Ministry Faire

The Ministry Faire is scheduled for May 30 and 31. Ministry staffing will be done by email, with Ed performing a poll.

There will not be testimonials during Mass

Ed is developing the faire layout. He reviewed the first draft with Janice, who requested several changes.

We need the usual supplies, including backboard, signup sheet and name tags. Lorinda will attempt to complete a finished version of her CommMin brochure before the fair. Materials need to be updated to read Communications Ministry.

7. Elections at June meeting

Members are encouraged to consider running for officer positions for June elections. None of the members present indicated their intentions.

8. Publicity

Janice described the need for publicity help by the ministry:

- Bulletin board maintenance
- Newspaper publicity and articles
- Blogging
- Publicizing events among local Cupertino churches

Ed noted that Angela Wang has faded in her commitment to maintain bulletin boards.

Lorinda offered that bulletin board work could be done by parent waiting around during Sunday school.

9. New business

There was no new business

10. Next general meeting

The next meeting will be held on June 11 at 7:00 pm in the Community Center.

11. Adjournment

There being no further business, the meeting adjourned at 8:25 pm.

Steve Hill,
Secretary