Ministry Report from: June Bounds (Communications)
Date: 11/15/17

1. What have you accomplished or worked on this month? What events or activities have you sponsored or presented? (please include numbers of participants and helpers)
- Advent Giving Tree Campaign – Bulletin Articles
- Internal Training/Discussion on Communications tools and best practices
- One Season Message Planning for 2018
- Reviewing/updating Flyers, articles
- Publishing Weekly Accelerated Holiday Bulletins
- Interviewing candidates for Bulletin Position
- Print Ad Campaign
- Attending various meetings, events to make myself available to parishioners for questions, open dialogs, meet parishioners
- Outlining, researching and discussing long term Parish Comm. Plans
- Creating power point presentation to present at kickoff meeting at Communications and Social Media Meeting – Nov 30th SC/NFC/7:00 pm. Meeting has been pushed out to 2018 because of various conflicts.
- Working on Volunteer Task Force Committee to help recruit and train new volunteers.

2. What are the current or active plans and dreams you are currently working on or discussing??

- Setting up teams of volunteers to work on Social Media Committee
- Discussing and researching the creation of a repository site, critical for the Communications Goal.
  Goal is to provide the parishioners with the opportunity to own and maintain our electronic communications. Staff approved information submitted by parishioners, staff members, other parishes, the DOR and the community, will be made available on the repository site. Volunteer team leaders will be empowered with guidance from Staff to use the approved information within the different mediums they are overseeing.
- Developing plan to align and train volunteers to assist parishioners in navigation of our website, Facebook, twitter and other social media sites using cell phones, tablets and laptops.
- Working with Volunteer task force to bring on new volunteers
  Evaluating bulletin to determine if there is a less manual way to edit and lay it out.
- Create a standard bulletin form to fill out that will assure all the right information is included and prevent the reformatting and editing of each article