



Ministry Report from: June Bounds Date: 1/9/2018, updated 1/17

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)
 - Parish/School Communications/collaboration meetings
 - o Wkly meeting w Sr Kay, others as needed
 - Providing Media Support for Catholic Schools Week
 - o Hand outs, bulletin articles, press releases, website
 - o Discussion with Sr. Kay, parishioner, faith formation on getting alumni group together
 - Catholic Schools Week/Saint Kateri - Coffee hour, Alumni - sign-up Jan 28th
 - Developed Page in Bulletin for School every week, Include school info, pictures, Alumni info, activities
 - o Would Parish Council be able to be present at coffee hour on Jan 28? Volunteers needed to sit at alumni table with Alumni form or help with Candy Sales order. Please contact me.
 - Providing media support for Lenten season
 - o Living Mission cards, printing, Bulletin articles
 - Updating Website
 - o Removing old articles, updating staff photos
 - o Reviewing/Discussing new design for Website
 - Hired and Planned for bulletin tasks transitions over next few weeks/months/onboarding new hire – Nicole Shopp.
 - Supported alumni student project - upcoming eyeglass collection
 - Biweekly internal communications
 - Weekly staff ambo announcements
 - Oversee and help plan weekly staff lunch n' learns

- One Season message planning for 2018
 - Spring and Easter Ads for Post newspaper
 - Various parishioner discussions, helping to answer parishioners' questions both offsite and in office.
 - Volunteer task force meeting – big job, small steps
 - Hired Bulletin Assistant - Start date 16th Jan.
2. What are the current or active plans and dreams you are currently working on or discussing??
- Support more collaboration between Parish and School
 - Develop training to assist parishioners in navigation of our website, Facebook, twitter and other social media sites using cell phones, tablets and laptops.
 - 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
 - Create new web page for prayer intentions
 - Create master information dissemination chart - WIP
 - Considering facilitating Alpha