

Communication Committee Minutes - January 19, 2011

1. Welcomed Ben Letezia and E.T. Morrison to the meeting representing the Parish Council.
2. Established the 3rd Wednesday of each month at 10:00 as the permanent meeting time for the committee.
3. New ministry organization chart and new church organization chart were presented by E.T. Morrison. Committee discussed measures to take to update content on web site ministry page. Consensus was that the Parish Council was responsible for contacting ministry heads and requesting updates for the web pages. Communication Committee will be responsible for preparing a standard format to be used in the updating process. Committee members will be e-mailed a sample format to be reviewed for suggestions for improvement. When a consensus is reached, the form will be sent to Ben Letezia for review and approval by the Parish Council.
4. Brief discussion of implementation of revising content online. We will explore various ways as we move forward in the process.