

Saint Matthew Ecumenical Catholic Church
Communications, Public Relations, and Membership Ministry
Minutes for February 16, 2022 Meeting

Meeting was conducted via Zoom and called to order by Justin Veiga at 6:30 pm

In attendance: Justin Veiga, Angelica Tronco, Sharon Smith (Liaison to Parish Council and scribe for this meeting).

Members excused: Tammy Fuqua (Liaison to Clergy Council), Stephany Crisantos, Angela Crisantos.

Approval of the Minutes: The minutes were not reviewed at this time.

Parish Council Report:

- Sharon reported that membership is down in several lay ministries resulting in a lack of chair positions being filled and that some meetings are not being held regularly each month. Promotion is needed, but the traditional ministry fair might not be the direction that is taken this year
- Mariah Dowel is serving as the new Parish Council Chair this year, and Lydia Russo is serving as Vice Chair.
- The Building and Property Maintenance Ministry and Finance and Stewardship Ministry continue to work on a project that may result in future projects for CPRM. The question was raised if the SMECC logo could be revisited pending the possibility of new signage.
- Sharon has continued to update information on the brochures prior to their distribution. She is storing the surplus brochures at her home.
- The ECC will be electing a new Presiding Bishop at the next synod to be held in the Fall of 2022 in Saint Louis, Missouri. This election will be an important one, and will determine the future direction of the ECC.

Old Business:

- The Ministry Gift List is still pending and needing some follow-up from one or two ministries.
- The Ministry Spotlight is on hold until Stephany and Angela are able to resume the project, and several ministries submit information is needed to continue.

New Business:

- Sharon asked if the new Inquiry classes could be posted on the website with the older version of the same course. Angelica will follow-up with Mother Jetty who is currently video-taping the classes and posting them on YouTube.
- Angelica discussed the submit form deadline and Mimi's bulletin deadline. It was suggested that both deadlines fall on the same day (Tuesday). Sharon will discuss with Mimi and report back. Also, all bulletin information should go on the submit form and not be handled separately through Mimi.

- Angelica discussed online content validation. Sometimes she will find information that does not appear to be correct. She will then contact the originator of the submit form and contact them directly to verify the information. She will wait until Wednesday morning to make final corrections, but will otherwise hold the piece to avoid posting incorrect information. Another common problem is that once information is submitted and posted, that changes and cancellations need to be followed up and submitted also.
- A further concern is keeping the website current. It was noted that recently the lay ministry teams have neglected to submit their meeting minutes. Sharon will bring this concern up at the next Parish Council meeting.

The meeting ended at 7:33 pm.

Next Meeting: March 16, 2022, 6:30 pm

Respectfully submitted by Sharon Smith