Report Date: June 10, 2020

Prepared by: Susan Morano

### Ministry Name: Communication/Public Relations/Membership (CPRM)

Members: Angelica Tronco, Susan Morano, Stephany Crisantos, Sharon Smith, Justin Veiga, Angela Crisantos, Tonya Adams Non-Members Contributing to CPRM: Deacon Tammy Faqua

Next Meeting Date: July 13, 2020

### 2020 Objectives for this Ministry:

- Post Council Minutes on website and in church after approval, but before next council meeting.
- Secure at least twenty new members to St. Matthew church and deter departure of existing members.
- Advertise and publicize St. Matthews community, fund raising events and special church services to exceed 2019 fund raising totals. persuasive

### Team Accomplishments Since Last Report (accomplishments since May 11, 2020):

### Done in Area of Communication:

- Angelica developed and distributed an email blast for
  - Drive up for Holy Communion The Feast of Pentecost 5/31/2020
  - Drive up for Holy Communion & Food Drive 6/7/2020
  - Litany Included for Seventh Sunday of Easter 5/24/2020
  - Do you have a 2020 Grad? (two email blast distributions)

All email blasts also include: Links to view the Live Mass via Facebook Live, link to retrieve the Liturgical aid, line to view the live mass via zoom; notice for food drive schedule; and announcements for other virtual events (Bible study Group, Rosary Group, Prayer Group, and Saint Matthew CommUITY communication Page); Options for Giving notice; links to website, Instagram, and Facebook

- Deacon Tammy solicited volunteers for May 17<sup>th</sup> Saint Matthew Food Drive.
- Susan uploaded to May 12 Parish Council minutes to website and May CPRM ministry report to website.
- Susan gathered information from two .gov websites regarding "church re-opening after COVID-19 closures" and forwarded links and info to clergy and staff.
- Communication Susan completed to Saint Matthew community for purposes of "staying in touch" during the "shelter in place" mandate: Sent 10 birthday cards to all Saint Matthew June birthday celebrants. Kathryn Tuma provided the list. Susan forwarded a pdf copy of LA Times Article (May 20, 2020) - "U.S. believers see message from God in virus crisis" to 16 recipients.
- Susan created posters to announce new guidelines for in-person church attendance. Stephany translated this announcement poster into Spanish. Will be duplicated to 16" x 20" size for mounting on church entrance doors.

### Done in Area of Advertising:

• Nothing done in this area.

### Done in Area of Facebook / Instagram:

- Stephany is posting clergy photos with a bio in Facebook and Instagram titled, "Getting to Know Saint Matthew's Clergy". Fr. Arturo's "spotlight" is complete. Stephany built a "Spotlight Tracking" sheet in Google docs; identified "active" vs. "inactive" clergy; and collect all relevant email addresses.
- Deacon Tammy posted an "event" on Facebook for the "Drive-by Holy Communion"
- Deacon Tammy posted photos of the May 17<sup>th</sup> Food Drive. Moving forward, Stephany will post a food drive flyer, at the beginning of each month on Facebook & Instagram.

### Done in Area of Public Relations / Membership:

• Sharon is working with Jason Adams to produce two additional sandwich signs. Jason has purchased supplies for the two additional sign boards and should complete them by next week (week ending June 12).

### Done in Area of Website:

- Justin built a new webpage to "Celebrate 2020 Graduates". Bob Morano and Susan collected names and information for this page, based on email blast distributed by Angelica. Webpage will be announced in email blast. Published on June 5<sup>th</sup>.
- Justin added a few more photos to the Weddings webpage.
- Bob Morano collected Quinceanera photos from Stephany Cristantos. Justin uploaded these photos and others to the Quinceanera webpage. Stephany created a narrative for this web page that included history, traditions, and information about the QUINCEAÑOS celebration. This narrative was written in Spanish for the Hispanic audience. Justin will add it to the webpage.
- Justin built and published the new Clergy Council / Pastoral Team webpage. Susan retrieved photos from website "media library" and Facebook for new Clergy Council/Pastoral Team webpage. Justin contributed additional photos. Susan distributed emails (to individuals whose photo was not available) requesting recipients respond with photos for this page. This email was preceded by a "proposal email" to secure permission from Deacon Tony. The Clergy Council Agreement placing Fr. Arturo as interim pastor was made available on this new webpage.
- Susan sent announcement to clergy and parish council members on June 1<sup>st</sup> announcing the new Clergy Council / Pastoral Team web page.
- Sharon is working with Meredythe Hutchinson and Mother Diane for an online magazine and featuring articles, picture gallery, and video interviews for the Clergy Council/Pastoral Team website. Meredythe wrote the first article about discernment to join the clergy.
- Susan distributed email on May 14<sup>th</sup> to Parish Council members and others announcing the new Divorced Catholics webpage and also distributed email to 31 recipients on May 14 requesting more photos for Divorced Catholics webpage. We received one response from Jeanne

Kirkpatrick. Tonya added this new photo of Jeanne Kirkpatrick and Doug Peterson to Divorced Catholics webpage.

• Susan sent follow-up email to Fr. Chinnappa for content and photos we need for his Charismatic Renewal web page.

### Done in Area of Facebook / Instagram:

- Deacon Tammy posted an "event" on Facebook for the "Drive-by Holy Communion"
- Deacon Tammy posted photos of the May 17<sup>th</sup> Food Drive

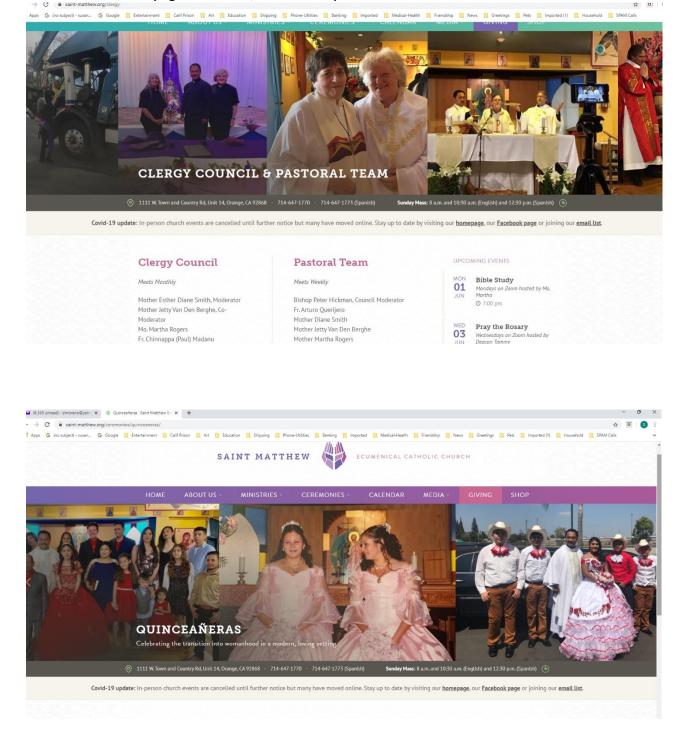
### Done in Area of Other / Project Management:

• Susan signed-up for a free (charity based team) "group account" on <u>https://www.canva.com/</u> and added CPRM team's email addresses to the "Canva" team.

## Activities / Work Planned / Work in Progress:

- Stephany will contact clergy for bio statement. Susan will assist Stephany in gathering photos for the "Clergy Spotlight" on Instagram that Stephany proposed in our last CPRM May 11<sup>th</sup> meeting.
- Susan will create personalized Father's Day cards and mail to Saint Matthew recipients.
- Justin will continue work on banner for church as requested by Building & Property Management ministry.
- Ideas are in development for a spin off to have a Saint Cyprian School of Theology web site linked to Saint Matthew website.
- Next "Saint Matt's After Dark" event - Richard Smith Group, Hispanic salsa group (to be named), or Matthew Hickman's group. Discussed preliminary interviews with UTube video of music before booking *pending release of COVID-19 restrictions on group gatherings*
- Website additions - "landing page" for Ordination of women & LGBTQ. Tonya to arrange meeting with Justin for WordPress intro instructions; and may begin work on new website page.
- Announcements / Notifications to continue on Facebook, website, email "blasts" as long as coronavirus closures in place.

## Below: New Web page & new Quinceanera photos



New webpage congratulating Saint Matthew graduates:

# **CONGRATS TO OUR 2020 GRADS!**

O 1111 W. Town and Country Rd, Unit 14, Orange, CA 92868 714-647-1770

7-1770 714-647-1773 (Spanish)

Sunday Mass: 8 a.m.

late: In-person church events are cancelled until further notice but many have moved online. Stay up to date by visiting

Best wishes, prayers, and congratulations to the Saint Matthew youth on your accomplishments!

### Atlantis Marie Jazmine Taufa

Mater Dei High School

### Sarah Frances Ottone

Georgetown University Law Center

### Aiga Tina Pula

Brookhurst Jr High

### Amani Ronnie Taufa

Dr. Peter Marshall Elementary School

# Joseph Elder Morra-Hickman

Santiago High School

### **Michelle Davis**

Elementary school

"First, don't be afraid. America's gone through tough times before. Slavery, civil war, famine, disease, the Great Depression and 9/11. And each time we came out stronger, usually because a new generation—young people like you —learned from past mistakes and figured out how to make things better.

Second, do what you think is right. Doing what feels good, what's convenient, what's easy—that's how little kids think. Finally, build a community. No one does big things by themselves."

#### – President Barack Obama

"Fall forward. Every failed experiment is one step closer to success. You've got to take risks." – Denzel Washington

"Start where you are. Use what you have. Do what you can." – Arthur Ashe "Intelligence plus character that is the goal of true education." – Martin Luther King Jr.

"Success is the ability to go from one failure to another with no loss of enthusiasm." – Winston Churchill Re-opening posters (page 6 & 7):



#### SAINT MATTHEW

ECUMENICAL CATHOLIC CHURCH

We're Open for Sunday Worship

For Your Comfort, Safety, and to Adhere to CDC Guidelines,

- Please allow the ushers to seat you.
- Face covering (mask) for nose and mouth required to enter.
- Maintain a six -foot distance from others not in your household.
- Please stay home, if you feel sick.
- You may receive a blessing, instead of Holy Communion. We will offer sacrament of Communion with Eucharist placed in palm of your hand. No sacramental wine will be served.
- Use a touch-free gesture (bow, wave, Namaskar, etc.) during Sign of Peace.
- When washing your hands, use soap and water for at least twenty seconds, and/or hand sanitizer.
- Gathering room is closed. After service snacks and drinks are postponed until further notice.

Thank you for your cooperation and understanding.

SAINT MATTHEW



ECUMENICAL CATHOLIC CHURCH

Para <u>su comodidad</u>, <u>seguridad</u> y para <u>sigue</u> las <u>guias</u> de los <u>Centros</u> para el Control y la <u>Prevención</u> de <u>Enfermedades</u> (CDC)

Permita que los acomodadores lo asienten.

- Se <u>requiere cobertura</u> facial (<u>máscara</u>) para la <u>nariz</u> y la boca para <u>entrar</u>.
- <u>Mantenga una distancia</u> de seis pies de <u>otras</u> personas que no <u>sean</u> de <u>tu mismo hogar</u> o casa.
- Por favor quédate en casa, si te sientes enfermo/a.
- Pnede recibir una bendición, en lugar de la Sagrada <u>Comunión</u>. Le <u>ofreceremos</u> el <u>sacramento</u> de la <u>comunión</u> con la <u>Eucaristía en la palma</u> de <u>su</u> mano. No se <u>servirá</u> vino sacramental.
- Use un gesto sin contacto (reverencia, saludo de lejos, Namaskar, etc.) durante la Paz.
- Al <u>lavarse</u> las manos, use <u>jabón</u> y <u>agua durante</u> al <u>menos</u> <u>veinte segundos, y / o desinfectante</u> para manos.
- El salon de reunión está cerrada. Después del servicio, los aperitivos, comics y <u>bebidas</u> se <u>posponen</u> hasta nuevo aviso.

Gracias por su cooperación y comprensión.

# Below Facebook posts (page 7 & 8, see page 9 for Facebook & Instagram "Clergy Spotlight")





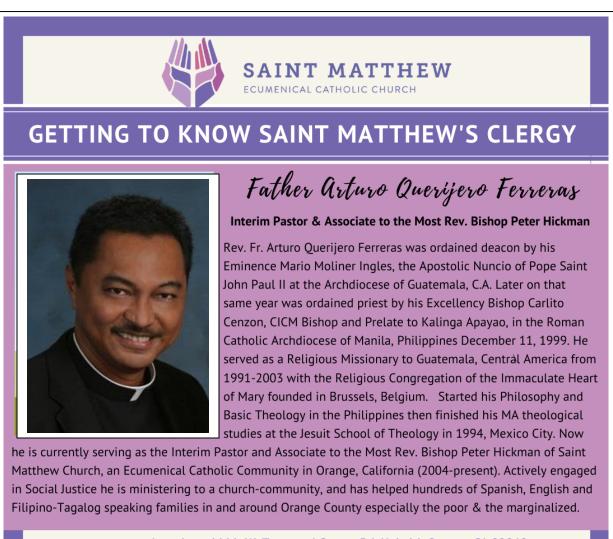
Saint Matthew Ecumenical Catholic Church May 17 at 3:09 PM · 🚱

Another very successful food drive today! We had a full car load to deliver to WSWA. Thank you to everyone that brought food, including Fr. Toting (that is him in the red van)! A big thank you to all our helpers for today's drive - Joshua Cruz, Jennie Guida, John Dean and Béa Tomaselli Tiritilli.

...

Our next food drive will be June 7th. See you then!





Contact Information Location - 1111 W. Town and County Rd, Unit 14, Orange, CA 92868 Website - saint-matthew.org/ Facebook page - Saint Matthew Ecumenical Catholic Church Instagram @saint.matts