

Report Date: July 15, 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: August 12, 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 (accomplishments since June 10, 2020 to July 15):**

#### **Done in Area of Communication:**

- Angelica developed and distributed an email blast for
  - July 5<sup>th</sup> service announcement with links for Liturgical aid and Facebook live stream
  - July 3<sup>rd</sup> Online Children's Religious Education Program announcement with email links to Mo. Jetty and link to online enrollment form
  - June 28<sup>th</sup> Sunday worship Thirteen Sunday in Ordinary Time
  - June 20<sup>th</sup>, "Nativity of Saint John..." & "Happy Father's Day"
  - June 18<sup>th</sup>, "Welcome Home" pastoral letter as email blast
  - June 14<sup>th</sup>, "Open for Sunday Worship"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 CommUNITY communication Page); Options for Giving notice; links to website, Instagram, and Facebook
- To increase community spirit Susan created personalized Father's Day cards and mailed to Saint Matthew 32 Saint Matthew members.
- Susan posted June Parish Council minutes and June ministry reports to website.

#### **Done in Area of Advertising:**

- Sharon worked with Jason Adams on completion of two more sandwich boards. We now have a total of three versatile, free-standing signs available to advertise events, services, and/or announcements to community.
- Sharon ordered two boxes to hold brochures. Boxes will be installed near outside walkway area entrances and supplied with Saint Matthew tri-fold brochures.
- Susan placed brochure holders inside the sanctuary that will hold brochures, liturgical aids, weekly bulletins, or event flyers.

#### **Done in Area of Facebook / Instagram:**

- Justin gathered documents and information from Kathryn to apply for non-profit status on Facebook, in order to install a "donate button" on our Saint Matthew Facebook page. He submitted the application for a Donations Account.

- Stephany is posting clergy photos with a bio in Facebook and Instagram titled, “Getting to Know Saint Matthew’s Clergy”. More details on Page 6 of this report.
  - Fr. Arturo’s “spotlight” is complete. Stephany has bios and photos for Mother Jetty Van Den Berghe, Mother Martha Rogers, and Father Ben Madriaga. Waiting for approval from them to post.
  - Stephany built a “Spotlight Tracking” sheet in Google docs; identified “active” vs. “inactive” clergy; and collect all relevant email addresses.
  - Susan asked Mo. Diane for summary statement that introduces Saint Matthew clergy to the public via Instagram "Spotlight" feature. We’re missing bio statements from five clergy members. Stephany and Susan followed up with them.
- Stephany posted June 21<sup>st</sup> “Food Drive”, Bishop Peter’s Pastoral Letter, announcement for Children’s Online Education Program, and June 14<sup>th</sup> “Re-opening” flyer to Facebook / Instagram. Stephany also translated the Children’s Education announcement from English to Spanish.

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

Nothing completed in this area this month.

**Done in Area of Website:**

- Justin removed the “Welcome Home” link and reordered other items on the “Home” page.
- Justin added a repeating calendar event for Food Drive, and re-enabled the “Drive-in communion” event as a repeatable calendar event.
- Justin updated Bible Study calendar event (Zoom info and Facebook links). He also updated the Bible Study media page with the new class - - “Scripture as a Meal for the Soul: Psalm 23” accessible as a new webpage from the “Media” drop-down menu, and uploaded the class handout.
- Susan replaced Kathryn Tuma’s name and contact information with Mirella Hickman on Staff Directory and “Giving” pages. Mirella will be replacing Kathryn as Business Office Manager in July. Kathryn will be retiring from employment, and requested these updates. Susan also updated Deacon Adelia Sandoval’s email address and removed Deacon Nancy and Deacon Steve’s contact information from Staff Directory page, as requested by Kathryn.
- Justin replaced Kathryn’s contact info with Mirella’s information on the Grasshopper, PayPal, and Innoscale apps.
- Justin built new webpage for Children's Religious Education program that included an enrollment form, class schedule, staffing (with Mo. Jetty's contact info), and curriculum. A link to a Spanish translation was also included on the page. Translation provided by Stephany Crisantos. Justin also added links to the Children’s Education Facebook page that is now live on <https://saint-matthew.org/ministries/children/>
- Angelica created a “QR” code which is a type of matrix barcode that is machine-readable. The code’s optical label contains information that can be read by a smart phone to take the user to Saint Matthew’s website.



**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.
- Justin will continue work on banner for church as requested by Building & Property Management ministry.
- 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.
- Announcements / Notifications to continue on Facebook, website, email “blasts”.

**Below Website Changes/Additions:**



**Scripture as a Meal for the Soul: Psalm 23**

*Join our latest Bible Study series Mondays at 7pm on Zoom or available to watch later.*

[GET DETAILS](#)



**Online Children Religious Education Program**

*Calling all families, parents, and grandparents with children from age 4-12! We will be starting online children's education classes soon!*

[GET DETAILS](#)



**Welcome Home!**

*Read the latest Pastoral Letter from Bishop Peter.*

[READ MORE](#)



**We're open for Sunday Worship!**

*Starting Sunday June 14th, we welcome you to attend church in person. Please view full details for important guidelines.*

[GET DETAILS](#)

Above new announcements on home page.





# CHILDREN'S RELIGIOUS EDUCATION PROGRAM

For youth ages 4-12

## Programa de Educación Religiosa para Niños



**¡Llamando a todas las familias, padres y abuelos con niños de edad 4-12!**

Queremos continuar las clases de educación infantil en Internet durante este tiempo de distanciamiento social. ¡Necesitamos saber de todas las familias con niños que podrían beneficiarse! Nuestro plan es que las sesiones de media hora estén disponibles semanalmente en Facebook o en el sitio web de San Mateo. Por favor responda lo antes posible para que podamos contactarlo.

Comuníquese con el reverendo Jetty Van Den Berghe en Facebook o por correo electrónico [eccpriestjetty@gmail.com](mailto:eccpriestjetty@gmail.com) o llámela al 714-343-

Below Facebook / Instagram posts



SAINT MATTHEW ECUMENICAL CATHOLIC CHURCH

### Children's Religious Education Program

Calling all families, parents, and grandparents with children from age 4-12!

We want to continue children's education classes on the internet during this time of social distancing. We need to hear back from every family with children who could benefit! Our plan is that the half-hour sessions would be available weekly on Facebook or on the Saint Matthew website.

Please respond ASAP so we can contact you. Please contact Rev. Jetty Van Den Berghen on Facebook or by email [ecxpriestjetty@gmail.com](mailto:ecxpriestjetty@gmail.com) or give her a call at 714-343-8274. We need the following information: Name of parent(s), Phone, Email address of parent, name & age of each child.

1111 Town & Country Rd Orange, CA 92868

SAINT MATTHEW ECUMENICAL CATHOLIC CHURCH

## FOOD DONATIONS

### NONPERISHABLE FOOD DROP OFF

Our Church regularly collects food items that will be donated to Western Service Worker's Association (WSWA) through the Food Bank in order to help with real problems of the working poor including poverty, low wages and lack of job benefits.

**Examples of Items**  
 disinfectant wipes, baby wipes, toilet paper, high protein items like canned tuna & chicken, dry pinto beans

*"For we are God's handiwork, created in Christ Jesus to do good works, which God prepared in advance for us to do."  
 (Ephesians 2:8-10)*

**Date - Every 1st & 3rd Sunday of the month; (July 5th & 19th)**  
**Time - 10:00am to 2:00pm**  
**Location - 1111 W. Town and Country Rd, Unit 14, Orange, CA 92868**

ECUMENICAL CATHOLIC CHURCH

1111 W. Town and Country Road, #14, Orange, CA 92868

June 16, 2020

Greetings in the name of our Lord Jesus!

To all the brothers, sisters and friends of Saint Matthew Church,  
**WELCOME HOME!**

It has been much too long since we last gathered as a church. I wish to thank all of the volunteers and ministers who enabled us to continue to celebrate the liturgy via live streaming on Facebook, through Zoom and on our website.

Now we are ready to fulfill what Saint Paul the apostle wrote, "Forsake not the gathering of yourselves together," So are we called to gather again.


For the past few months, for the first time in the history of the church, we have been denied the opportunity to gather for public worship. Now, some of us are ready to gather. We are taking every precaution in our responding to assure your safety. Please read the guidelines found on our website and follow accordingly. We can celebrate this liturgy that comes from Christ together as a community of faith! May the celebration inspire you, lift you up and heal you!

This comes with love,

*Peter*


Above: July Food drive posts, Children's Online Education announcement.  
 At right: Bishop Peter's "Welcome Home" letter

## Facebook Spotlight Project Update:



**SAINT MATTHEW**  
ECUMENICAL CATHOLIC CHURCH

**GETTING TO KNOW SAINT MATTHEW'S CLERGY**



*Clergy Members*

Names or # of members

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

### Updates -

- Mother Jetty is collecting Boiler Sheets (Bios for Clergy) and mentioned roles will be changing. Stephany will continue connecting to confirm roles are correct before posting.
- 3 fully completed flyers & ready for Social Media FB & IG
- 4 pending approval for picture and content
- 6 Bios completed, waiting for pictures
- 5 No Bios or pictures, Mother Jetty will forward the Bios when received
  - Bishop Peter (have a picture), Father Julian Gomilla, Deacon Tony Russo, Deacon Bhaskar Madanu (have a picture), Deacon Michael Hoopes
- Group Flyer have pictures but need content request from Mother Diane Smith