

CPRM Ministry Meeting June 10, 2020

Attending: Sharon Smith, Deacon Tammy Faqua, Stephany Crisantos, Angela Crisantos,
Justin Veiga
Moderator: Susan Morano

Assignments / Requests made:

- **Susan** to verify “non-profit” status for Saint Matthew Facebook page and test the donate option.
- **Susan** to ask Tonya if she is interested in working with Sharon Smith and Mo. Diane to build a new website for Saint Cyprian School of Theology. Sharon to recruit a team of people to help with this effort.
- **Susan** to ask Mo. Martha to make an announcement for donations during her Zoom Bible Study on “Book of Ruth”. Last class session is Monday, June 15th.
- **Susan** to ask Bob to send reminder to ministries for June ministry reports (to acquire status about fund raising efforts).
- **Deacon Tammy and Stephany** to ensure all Facebook posts also appear on Instagram
- **Deacon Tammy** to build a list of interview questions to assist Stephany in collection of information for Instagram Clergy Spotlight bio’s.
- **Stephany** to review the Tri-Fold pamphlet Spanish version “insert” to let us know if acronym “LGBTQ” was removed (the version sent to Fr. Arturo).
- **Stephany** to build couple more Clergy bio’s for Instagram page and post.
- **Justin and Angelica Tronco** to continue email blasts and website updates as requested by Clergy, Deacon Tony, Deacon Tammy, or Susan.
- **Sharon** to ask Meredythe for permission to upload her essay to Clergy Council / Pastoral Team webpage.
- **Unassigned:** review and update of current church building signage.

Meeting Focus:

Help Saint Matthew to recover financially. What can we do to increase membership, solicit donations, appeal to an audience to help Saint Matthew financially?

1. Facebook
 - a. How can a donor contribute through Facebook?
 - b. According to Kathryn Tuma (Parish Council June 9 meeting) contributions funnel through Paypal. No fees are deducted if recipient is identified as “non-profit”. Is Saint Matthew website identified as “non-profit”? Must verify.
2. Instagram
 - a. Popular with young people. May have more traffic than Facebook, particularly during political campaigns.
 - b. We need to post on Instagram and build up the Instagram presence.
 - c. Clergy “Spotlight” bio’s with photos in progress. Request made for a team to interview clergy members.
3. Website
 - a. Plea for donations after Bible Study video (especially directed toward non-local attendees who are not regular contributors). Bible Study conducted by Mo.

Martha is this coming Monday, June 15th is the last one for this study. We need to ask Mo. Martha to announce / mention our website "Giving" page as a way to donate.

- b. Request made to upload Meredythe Hutchinson's article about "joining the diaconate" to new Clergy Council / Pastoral Team webpage.
4. Tri-Fold pamphlet
 - a. The "insert" for Tri-Fold pamphlet, Spanish version, was the LGBTQ acronym removed? Request made to be removed before printing. Was that done?
5. Church building signage
 - a. All signs around Church building need to be consistent and brought up-to-date. Signs include
 - i. Changeable letter board sign near church door
 - ii. Large 10' x 6' printed poster sign that rests in gathering room window
 - iii. Lighted "name" attached to porch overhang facing Town & Country
6. Fund Raising
 - a. Any planned fund-raising programs, such as the T-Shirt sale? Status?
7. Newspaper Advertising - - suggestion made to place ads, using funds collected in February and March for Easter advertising, in October / November time frame to invite newcomers to Saint Matthew's "All Saints, All Souls" service.
8. Idea presented to the team for a new website introducing "Saint Cyprian School of Theology" that would feature the education conducted, an online magazine, and link to Saint Matthew's website.