Report Date: November 18, 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 Clergy Liaison to CPRM: Deacon Tammy Faqua Other Saint Matthew members contributing to CPRM: Matthew Hickman

Next Meeting Date: December 9, 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 October 21 to November 18):

### Done in Area of Communication:

- Angelica developed and distributed an email blast for
  - New church closures broadcast on November 18<sup>th</sup>. She also updated feature box on Home Page website consistent with this message.
  - 33<sup>rd</sup> Sunday in Ordinary Time on November 14<sup>th</sup>. This issue included everything mentioned in November 8<sup>th</sup> issue and also announcement for Thanksgiving mass.
  - 32<sup>nd</sup> Sunday in Ordinary Time on November 8<sup>th</sup>. This issue included "What are you thankful for?" event flyer, announcement for Bishop Peter's "Healing Service", and a link to "Fancy That" chapter for "Bees at Midnight" reflections/stories.
  - "Feast of all Saints and all Souls" on November 1<sup>st</sup>. This issue included "What are you thankful for?" event flyer, and a link to sixth chapter for "Bees at Midnight" reflections/stories.
  - October 30<sup>th</sup> email blast inviting recipients to contribute names of deceased relatives/friends so those names will be announced during the "All Saints/All Souls" prayers and a candle lit during the service for them.
  - 30<sup>th</sup> Sunday in Ordinary Time. This issue included "What are you thankful for?" event flyer, announcement for "Spooky Halloween Food Drive", "All Saints/All Souls" Nov 1<sup>st</sup> service, and a link to "Housecats and Barncats" chapter for "Bees at Midnight" reflections/stories.

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

- Susan posted October Parish Council minutes to Parish Council webpage.
- Susan posted October Ministry Reports / Meeting Minutes for CPRM, Finance/Stewardship, Environmental Stewardship, and Social Justice to website Ministry Reports webpage.
- Susan uploaded Mo. Martha & Mo. Jetty October 15<sup>th</sup> Pastoral Ministry Report to Clergy Council webpage.
- Susan created a "Step-by-Step" guide for using the "CPRM Submission" form on website. Guide included snapshot pictures of each step. This guide was then emailed to Parish Council members, staff, and clergy.
- Susan uploaded Parish Council Orientation Handbook to Parish Council webpage.

## Done in Area of Advertising: Nothing completed this month.

# Done in Area of Facebook (FB) / Instagram:

- Angela / Stephany Crisantos posted Clergy Bio Spotlight for Mo. Jetty, Mo. Diane, and Fr. Toting on Facebook and Instagram.
- Susan contacted Deacon Tony, Deacon Michael Hoopes, Fr. Julian to request missing photos/bio's. This was the second or third request to these clergy members for this information.
- Angela/Stephany posted "Wisdom books" flyer announcing the start of a new Bible Study.
- Angela/Stephany posted "Thanksgiving Food Drive" flyer to Facebook.
- Angela Crisantos created flyer for Thanksgiving mass and posted on Facebook.

# Done in Area of Public Relations / Membership:

- Sharon announced of Mo. Diane's reflections titled "Bees at Midnight" to live stream audience after the Sunday, November 8<sup>th</sup> service.
- Sharon initiated an effort with Justin Veiga to update the tri-fold brochure to reflect the new mass time (9:30 instead of 10:30 English mass). During Parish Council November 10 meeting, Sharon initiated discussion to confirm new mass time for both English speaking and Fr. Chinnappa's Holy Spirit service.
- Susan completed work on PowerPoint presentation featuring All Saints/All Souls service using the photos Mo. Jetty supplied from the November 1, 2020 service. Justin loaded the MP4 video to YouTube and created a link on "Media" website page for it.

# Done in Area of Website:

- Angelica added Home Page "feature box" for "What are you thankful for" event. Feature box takes users to webpage with more details about this community life event.
- Angelica added Home Page "feature box" for Bishop Peter's Healing Prayer service.
- Justin investigated reports of webpage problems with CPRM Submission form. He then built a solution to solve the WordPress email transmission errors and tested the solution.
- Justin built a new webpage for Son Shine Club requested by Mo. Jetty.
- Susan updated the Bishop Peter Healing Service Home Page feature box, so when user clicks on "Read More" the appropriate calendar page for November 19<sup>th</sup> event will be displayed.
- Susan modified ECC webpage to add "Download" section, so that the HOL Delegate Orientation Guide can be loaded on that page, as well as, other 2020 Synod documents and ECC Spring 2020 Report.

# Done in Area of Project Management for this Ministry:

- Susan submitted 2021 ministry expense report to Saint Matthew Finance Committee using input from CPRM members.
- Susan solicited nominations for 2021 CPRM ministry chairperson from existing CPRM members. Decision to be discussed and voted at November 18 ministry meeting.
- Request made to CPRM members for validating legitimacy of an Instagram user, "Trip 101" and allow release of six Saint Matthew photos to "Trip 101" Instagram user. Request made by Stephany Crisantos. Investigation in progress.

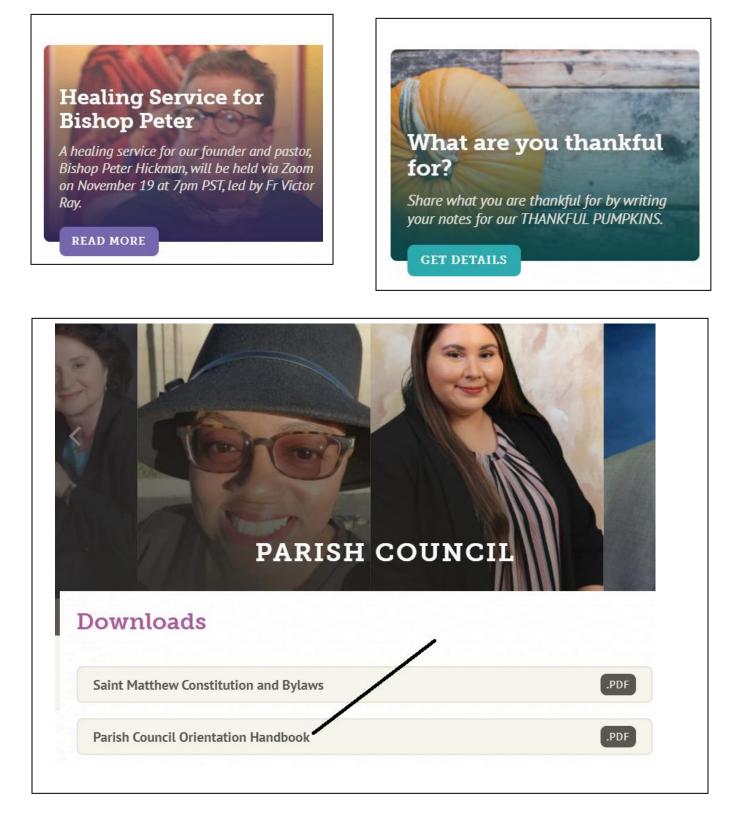
# Activities / Work Planned / Work in Progress:

- Announcements / Notifications to continue on Facebook, website, email "blasts".
- Operations Handbook (workflows and instructions for various tasks) "Learning Library"
- Clergy Instagram Spotlight complete bio's and photos; then post one per week
- "Saint Matt's Tea and Theology" filmed interviews - editing and final prep

- "All Saints/All Souls" PowerPoint presentation.
- Posters for church building announcing new service times (7:00 am, 9:30 am, 12:30 pm).

### Below Website Changes/Additions:

"Get Details" links user to webpage which provides the Zoom and contact details



Update to existing webpage:

WHAT IS THE ECC? Beliefs and practices of the Ecumenical Catholic Communion	
Downloads	
ECC Spring 2020 Report	PDF
HOL Orientation Program April 2020	PDF
ECC Synod 2020 Schedule October 2020	PDF

New Website page for Son Shine Club Children's Education:



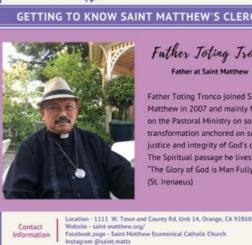


iles:	
Son Shine Club Nov 7 2020 Be Ready	.PDF
Hello Son Shine Club Welcome Country and Global October 24 2020	.PPTX
The Story of Zacchaeus Oct 17, 2020	PDF

### Facebook / Instagram posts:







#### Father Joting Tronco Father at Saint Matthew

Father Toting Tronco joined Saint Matthew in 2007 and mainly focuses on the Pastoral Ministry on social transformation anchored on social justice and integrity of God's creation. The Spiritual passage he lives by is -"The Glory of God is Man Fully Alive"

Website - saint-matthew.org/ Facebook page - Saint Matthew Ecumenical Catholic Church Instagram @saint.matts





Out of Chaos: Let Out Ordered Lives Confess the Beauty of Peace An Introduction to the Wisdom Books

This seven week study will be presented by Facebook livestreaming and Zoom, hosted by Rev. Mother Martha Rogers. Go to "Saint Matthew Bible Study," an open and public group. The Zoom information can be found on our website. Join our Facebook group.

The study will include both Jewish and Christian prespectives, and we welcome all to this study, including those who consider themselves "nones"!

The Bible study will be streamed and recorded for anyne to watch at a different time. There will also be weekly handouts provided in advance of the sessions on Facebook group. Handouts and video recording can also be found on our website.

Each week on Monday from 7:00pm - 7:30pm PCT

Begins Oct. 12th and continues on 19th, 26th, and Nov. 2nd, 9th, 16th, and 23rd

Website - https://www.saint-matthew.org/Contact<br/>InformationInstagram - Saint.Matts<br/>Facebook - Saint Matthew Ecumenical Catholic Church<br/>1111 W. Town and Country Rd, Unit 14, Orange, CA 92868



Saint Matthew Ecumenical Catholic ....

Like This Page · November 9 · @

Good morning, Join our Bible Study today November 9th from 7pm - 7:30pm pacific time, presented on Facebook live on our Bible Study group page and Zoom. See the flyer for full details. Hope to see you all there. #biblestudy #catholics #saintmatts #wisdombooks



Saint Matthew Ecumenical Catholic Church is Sharin a COVID-19 Update. 15 hrs · • COVID-19 Recent Updates. Church closure - Please read this post including a letter from Bishop Peter & Father Arturo. This directly impacts our church services and all in-person activities will be suspended. Services will continue via Facebook livestream. Spanish community - Solemnidad de Cristo Rey del Universo - Misa en Español afuera de la Iglesia! Gracias. ONLY clergy will be allowed in the church during live streaming - NO EXCEPTIONS. #ecc #cumericalcatholicchurch #catholics #religion #catholicclergy



