

*Communications Committee
Meeting Minutes – December 2, 2015*

Members Present: Steve Marcus, Susan Atwater, Bill Bosenbecker, Jan Lamparski, John Kimpel, Bob Leonard (PC liaison)

Next Meeting: February 3, 2016

- Steve opened meeting with prayer.
- Website Update:
 - Bill questioned the white color on white background with linked wording. Steve may check with Brandon Grady to see if he remembers how to change code to alter our colors.
 - Circle of Life ministry would like help to put information on their website page. Bob will forward Bill Bosenbecker's email to Jenny Harnack so that she can contact him.
 - Fr. Ralph would like Jubilee Year of Mercy info on website. Susan and Jan will work on this.
- Technology sub-committee:
 - Bill Bosenbecker has volunteered to be the IT sub-committee chair person. Steve will contact Rita Borowski to find out what the volunteer responsibilities are for this IT group. Looking for a volunteer job description to be written. Should this subcommittee be in communication with the new parish/school IT support company Rescue Dog?
- Social Media
 - Steve will be creating a Parish Face book account. Jan will take lead getting info posted but all communications committee members will also post info as well. Susan supplied members with an email account that will be used. John will forward any pictures to Jan so that we can post some of these. We need to make sure children are not singled out on any pictures. Copies of the Arch Social Networking policies were downloaded and sent to all communication committee members with these minutes.
- ArchMil workshop – Gigs, Geeks and God January 14, 2016
 - Possibly attending are Steve, Bill, Susan. Steve suggested that Bill attend the session that explains how to inventory the parish's IT equipment/software. Bill can then review with business manager and/or Rescue Dog.
- Strategic Planning
 - Steve will check with Chad from St. Paul's communication committee to see what the status is.

Respectfully submitted by:

Jan Lamparski 12/04/2015