

*Communications Committee
Meeting Minutes – September 4, 2014*

Members Present: Steve Marcus, Susan Atwater, Jan Lamparski, Brandon Grady, John Kimpel, Bill Bosenbecker, Lynn Haugner (PC liaison)

Members Absent: none

Next Meeting: November 6, 2014

- Steve opened meeting with prayer.
- Jan Lamparski was nominated and accepted committee secretary position.
- Future meetings:
 - Committee decided to meet quarterly and to report any in-between meeting news to the Parish Council liaison (currently Lynn Haugner)
 - Future meeting dates set: Nov. 6; Jan ? (common meeting night); Apr. 16; Sept. 10
- Creation of St. Bruno brand policy:
 - Susan and Steve explained the need for the communication committee to develop a brand policy as directed by the Parish Council.
 - Examples of brand policies were reviewed
 - Steve and Susan will create list of bullet point information to include in this policy. John will create a rough draft from the bullet points and email 1st draft to committee members for review. Goal is to have a rough draft submitted to PC at their next meeting on Sept. 16th.
 - Susan will be creating a folder on our website with St. Bruno logos so that all committees can access them to use on their documents.
- Web site Workshops:
 - need for website training for committees will be discussed at our next meeting.
 - Comments have been made that our current website is not user friendly. Susan has been viewing LPI website product. Steve suggested she ask LPI sales rep to review our current website and explain how LPI is an improvement.
 - Steve suggested that Susan prepare a pro and con list of purchasing a new website product
- Wish List for 2015:
 - Discussed the possibility of a survey to find out why parishioners are not attending Mass
 - Further discussion on budget needs will be discussed at next meeting.

Respectfully submitted by:

Jan Lamparski 9/5/2014