

Public Relations Committee
November 17, 2007
Meeting Minutes

Attendees: Lynda Conlow, Ed McGuirk, Bruce O'Brien and John York.

Opening prayer: Lynda read from "Thanksgiving Thoughts from the Magnificat" as written in The Herald.

Minutes: September minutes are accepted as corrected. No October meeting minutes due to cancelled meeting.

Hospitality: October 7th was hosted by PACE. November 4th was hosted by Liturgy. December 2nd hosted by the Holy Cross Sisters after 9 and 10:45 Masses along with the Stewardship Nativity Display after all Masses.

Pancake Breakfast: October 14th cancelled due to Fall Fest. November 11th was hosted by Liturgy Committee. December 9th is being hosted by the Fil-Am Community. March 9th Pancake Breakfast is to be cancelled due to the St. Pat's Dinner the night before.

Hall/Kitchen Use Guidelines: "Do not put grease down drain" laminated signs will be created and placed on the walls in the kitchen above sink locations. This will also be added to the Guidelines for submission to groups reserving the kitchen.

Fix-it Chits: The fire extinguisher metal hook was moved up to accommodate the larger trash cans. Cleaning and disinfecting was completed along with painting and new hardware on the cabinet doors. Looks great!!!

2008 Calendar:

Hospitality – All months except May (1st Communion), July and August (summer break).

Pancake Breakfast – All months – July & Aug will be done by KofC; (March 9th which is the day after St. Pat's Dnr will be cancelled, maybe just a hospitality type spread). KofC will be helping all months.

Crab Feed – January 19th. Set up on the 18th. Selling tickets Jan. 5-6 and 12-13.

St. Patrick's Dinner – March 8. Set up on the 7th. Selling tickets Feb. 23-24 and Mar. 1-2. Palm Sunday is Mar. 15th so the 8th had to be the date.

Hosting Groups: Lynda will be contacting groups to host Hospitality and Pancake Breakfast for 2008. PACE has already signed up for November along with Holy Cross Sisters doing December. The Knights of Columbus are helping at Pancake Breakfast which adds more help for serving if a hosting group is short of people.

Storage Area: Still in the works to improve situation in the cage. B&G to be approached with suggestions. Marlene wants to buy the TV in the cage.

2008 Budget has been submitted and is in review by the Finance Committee.

Fall Fest: Total profit was \$14,950.

Welcoming Newcomer Committee: still looking for a chairperson. The list of volunteers will be contacted to see if someone would like to take the chair over.

New Business:

The Crab Feed profits were originally set aside for the publishing and distribution costs of The Herald. Since The Herald is not longer mailed or printed, the funds must be assigned to another cause. Kitchen maintenance (stove replacement, new counters, air conditioning, etc.) is one that seems to keep being pushed off because of budgetary issues. The discussion leaned toward going to back to printing and mailing The Herald. There have been people calling the Pastoral Council wanting to know why The Herald is no longer mailed. We seem to be missing the opportunity for communicating with the era of people who do not have computers or access to one.

There was a suggestion to build the email contact information by raffling two 2008 Crab Feed tickets if you fill out a form which would include your email address and agree to have the church use it for communication purposes. To give those without an email an opportunity to win Crab Feed tickets, there will be raffle prizes at the Crab Feed of 2 tickets for 2009 Crab Feed and 2 tickets for the 2008 St. Patrick's Dinner. Also place a message in the announcements and/or cards in the pews for people to give their email address and permission to utilize it for church communications.

Hospitality baskets need laminated signs. Ed volunteers Allison to have the lamination done. Lynda will create the signs.

We want to acknowledge Ed Chatterton on the excellent job of painting the kitchen ceiling, walls and cabinets. The new brushed nickel hardware and door pulls are very nice. The kitchen seems much brighter and a much better environment to work in.

Lynda will be adding Mike McDermott to the PR distribution email list.

Now that we have the Hot/Cold spigot in the trash bin area outside the church kitchen, will there be a scheduled cleaning of this area with the Monthly Work Party? Lynda spoke with Carlos and he said that nothing has been scheduled as of today.

Pastoral Council Key Points: Discussion on the Survey, Festival, Web site updates, Initial comments on appreciation dinner, Long term collaboration with St. Bonaventure over school management. St. Bonaventure has decided not to build their school.

School Board Key Points: The permit application for the Cauchi hall kitchen has been signed and submitted to the county. Discussion around placement of the Big Toy continues. St Agnes School to participate in a pilot with "Portcard.net" an internet safety program. Success of Fall Fest

PR Key Points:

Hospitality – December 2 - Holy Cross Sisters
Pancake Breakfast – December 9 – Fil-Am Community
Next Meeting – December 15, Ministry Center

Closing Prayer: Lynda read the first two paragraphs from "Thanks Be To God" in The Herald, written by Kathey Ambacher.

Respectfully submitted,

Lynda G. Conlow
Public Relations Chairperson