



COMMUNICATIONS COMMITTEE

MINUTES

Date/Time/Place: March 13, 2018 - Phone Conference

Chair/s: Suzanne Petrouski	Recorder: Sr. Lovina	Prayer: Sr. Rose Therese
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Attendance: P = Present, T = Telephone, E = Excused, A = Absent

T	Sr Connie Bach, PHJC	T	Sr Rose Therese Mann, OSF	A	Ms. Kathy Brady-Murfin (sscm)
E	Fr. Byron Macias	T	Sr Lovina Pammit, OSF	A	Br. Steve Kuehn, OFM
E	Mr Saul Garcia (webmaster)	T	Ms Suzanne Petrouski (LCM)		
E	Fr Adam MacDonald, SVD	A	Sr. Peggy Quinn, OSF		

#	Agenda Item	Findings/Discussion/Analysis	Decision/Recommendation/ Future Actions
1	Welcome	Suzanne welcomed the members at 9:30 a.m.	
2	Prayer	Led by Sr. Rose Therese.	
3	Agenda	The agenda was reviewed.	D -Agenda approved
4	Minutes	The minutes of February 13, 2018 were reviewed and approved.	D -Approved Minutes of February 13, 2018.
5	Finance	<u>In-Kind Report:</u> _25_ hours total. Recommendation of \$2,500 for next ministry year's budget.	D: CC proposes \$2,500 budget for Communications and website next year.
6	Board Response/Request	None at this time – meeting is not until tomorrow.	
7.	Old Business	1.Vocation Voices – Mar – Sr. Editha Ben April – Fr. Paul Gallagher Lovina asked Fr. Mark Augustine – Suzanne will follow up with him and Br. Thom Smith 2. Registration Progress update Letter to go out in May and due June 14	D. Lovina will ask Arch IT Dept. if Outlook could do a data base merge. Or explore Mail Chimp if it is capable of data base merge with email – instead of sending 70 individual emails with people's individual data.
8.	New Business	1. March Update May 19 – Saturday 10 to 3 Eastern– PHJC 150 th celebration at Motherhouse - discussion with Carol Zinn – free and includes lunch; contact Connie for RSVP. Lovina will work on it March 19, out March	D. Update will go out by March 20

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		<p>20 – CGS article Archdiocesan collaborations Board announcements Upcoming dates Vocation Voices – Sr Editha</p> <p>2. April Update – Will go out April 11 Vocation Voices Reminder for May Newsletter articles Announcement on Member registration</p> <p>3. May Newsletter – May 1st is due date for articles Online discernment men & women CAVA Activities 150th PHJC feature – from Connie CGS</p>	
9.	Reflections	<p><u>Ethnic Diversity</u>: Education Day has Encuentro experience. Suggestion to send another email blast to CAVA about Education Day registration.</p>	<p>D. Lovina will send email to CAVA again and link to Connie to invite NRVC members.</p>
10	<p>Calendar</p> <p>CAVA Calendar Reminders</p>	<p>Next Mtg: April 3, 2018 Conf. Call Prayer Lovina Recorder Connie</p> <p>CAVA Education Day – March 21</p>	
11	Adjournment	Meeting adjourned: 10:25 am.	