

St. Peter's [Communications Committee](#) Minutes 2-15-2020

Opening:

Pat Hoover opened the meeting with a prayer and reading from her Daily Devotion. The lesson learned is "Check yourself before you wreck yourself".

Present:

David Harwell, Pat Hoover, Marie Johnson, Elizabeth Johnson, Tyler Dixon, Rev. James Rhodenhiser

Approval of Minutes:

The minutes from the January 18, 2020 Meeting were reviewed and approved with no changes.

Minutes:

Sign Discussion

- The A-frame sign has been purchased and is on the property
- Suggested placement is at Old Litchfield and Indian School from Saturday Morning to Sunday afternoon
- Saturday placement could be completed by Men's Group or iHelp volunteer
- Need to specify permanent storage space for sign
- Need a hand cart to transport
- Formal plan for sign protocol will be determined after a period of use (1-2 months)
- Could rotate the side of road it is on (eastbound then westbound Indian School)
- See [picture](#) for 2/15/2019 placement

Introductory Letter (Parish Profile)

- Pat and Jaclynn composed the Introductory Letter
- The letter was shared with the Committee and discussion ensued
- The location on the website was discussed and will be determined later
- Requested to emphasize the Prison Ministry and shorten the Montessori description
- The wording and content were reviewed and Pat will provide an updated draft for Committee review by Friday 2/21/2020.

Annual Meeting

- The format and content of the Annual Meeting held January 26, 2020 were discussed
- The time constraints limited the discussion of some issues and ministries
- Some presenters did not respect the time limit for their presentation
- There was no "Round Table" Discussion as had been planned
- The expectations and presentations need to be reviewed prior to future meetings
- A revised agenda will be developed for future meetings with lessons learned incorporated
- Could use Google Documents to store all presentations which could be reviewed by the Vestry or Meeting Committee

Committees Discussion – Parish Involvement

- A discussion of the benefits of committees in bringing people together was held
- Committees can develop a sense of togetherness among diverse people

St. Peter's [Communications Committee](#) Minutes 2-15-2020

- Other participatory activities were discussed
- Use of a “Minute for Mission” where individuals share their experience in a ministry
 - Should be limited to 200 word draft for review
 - Presentation should be limited to 1-2 minutes
 - Presented during all services
- Witness Talk
 - discuss why some activity or experience is part of your faith
 - Describe why being a Christian or Faith Follower is important to you
 - How the Episcopal Church influences your life and actions
 - Etc.

Survey Comments

- David provided the [comments](#) from the survey completed prior to the Annual Meeting
- Several comments referred to the excessive use of paper - James discussed this with the committee
 - A screen only service is not ideal for the Episcopal services
 - The paper costs have not increased substantially
 - The balance between screen information and print information has been evaluated
 - Printed readings (gospel, epistle) and collects allow for review during and after the service
 - Printed music with the notes allows for better participation from the congregations
 - Labor costs (administrative, review, etc.) for developing slides are substantial
- We can look at other presentation programs that may not be so labor intensive (Power Point was mentioned)
- We can talk to other tech savvy people for insights into presentation programs (Efren Martinez was mentioned)
- There were limits to the Survey Monkey program – We may look at other programs such as [Church Post](#)
- Subscription to [Full Survey Monkey](#) program is \$25/month for 3 users
- Deb Quick is very efficient in updating calendar
- Death Announcements should go out as soon as family allows. Can be updated with funeral arrangements later.

Website Discussion

- Lively discussion regarding the [St. Peter's Website](#)
- Pat identified several errors with the current site including:
 - Family Promise contact
 - Montessori message
 - Wednesday service time missing from home page
- Need for a “rotating” banner was discussed. Changes while people are viewing the home page
- Need more pictures with people. Montessori students have waivers, most parish youth have waivers too.
- Steve should not need to edit the information that is delivered to him for upload to website
- Marie has done a great job with the Facebook Posting and has demonstrated the skills needed for the Website Coordinator
- The new responsibilities and process to be implemented going forward will be:
 - Marie Johnson – Website Coordinator
 - James – Content Approval
 - Steve Boyer Website Update
- This may require some time to implement

Litchfield Park Festival Participation

St. Peter's [Communications Committee](#) Minutes 2-15-2020

- The current art festival (February 15/16) is the Wigwam Art Festival
- The Major Festivals are the November and March Art Festivals
 - March 2020 - [22nd Annual Litchfield Park Art & Wine Festival](#)
 - November 2019 - [49th Annual Litchfield Park Festival of Arts](#)
- The Christmas Festival is a smaller event where we did have a St. Peter's booth
- We should develop participatory activities that can be used at a booth
 - Art – Coloring Pictures
 - Crafts – artwork to take home
 - Prize Wheel – could win [Episcopal Teddy Bear](#)
- Booth Planning needs to start ~2 months prior to event to order supplies and provide for adequate planning
- We will try to get a booth at the Fall Festival

Communication Committee Member Update

- Jaclynn Anderson will be stepping away from the Communication Committee while she takes over as head of the Stewardship Campaign

Phoenix Pride Parade

- The [Pride Parade](#) is on April 5, 2020 - Palm Sunday this year
- The Bishop will not be able to participate
- St. Peter's participation will be limited due the day

Actions:

- All committee members spend about 1 hour navigating the St. Peter's Website and identify good and poor things from different pages. Bring comments to next meeting
- Pat Hoover provide updated Introductory Paragraph to Committee for Review (2/21/2020)

Adjournment:

The meeting was adjourned at 12:06 pm by David Harwell.

The next meeting will be March 15, 2020 at 10:30 AM

Minutes submitted by Tyler Dixon

Minutes approved by _____

St. Peter's [Communications Committee](#) Minutes 2-15-2020

2/15/2019 Saturday Morning Sign Placement on eastbound Indian School Road 100 ft. west of Old Litchfield Road

Return to meeting [minutes](#)



St. Peter's [Communications Committee](#) Minutes 2-15-2020

Survey Comments (return to [minutes](#))

Communications Survey Comments:

It's good to have it verbally and hear the flavor of an event or happening in church on Sunday, but it is also good to have the details in print for my less reliable memory and then it is wonderful to know that if I lose the print, I can look it up on the website. Thank you!

1/19/2020 7:22 AM [Add tags](#) - [View respondent's answers](#)

▮

It is confusing when you get multiple emails correcting the previous emails.... like this survey!

1/19/2020 7:20 AM [Add tags](#) - [View respondent's answers](#)

▮

Present communication works fine for me

1/18/2020 10:18 PM [Add tags](#) - [View respondent's answers](#)

▮

I think you are doing a fine job. I do read the emails, and I listen to the announcements at church. However, I do not get a monthly newsletter to my knowledge.

1/18/2020 6:46 PM

Although I am not a member of your church, nor do I attend, I am involved in the prison ministry and I read the weekly e-mail every week. I love all the outreach you do and am happy to be a part of it.

1/18/2020 3:52 PM [Add tags](#) - [View respondent's answers](#)

▮

No need for all the paper we're using! Use the overhead for services and stop with the outdated long worship document!

1/18/2020 3:47 PM [Add tags](#) - [View respondent's answers](#)

▮

It seems to be working fine for me. I get an email once a week with others as needed.

1/18/2020 3:46 PM

We use far too much paper. I think we could easily do away with the multipage bulletins for weekend services and move to screens only. I think that would be far more attractive to newcomers, would save paper and would be far less distracting during worship.

1/18/2020 3:39 PM [Add tags](#) - [View respondent's answers](#)

▮

I appreciate the monthly newsletter & hope to see it expanded. I think people should be encouraged to take the weekly bulletin home so the prayer list & announcements can be read & used as a reference all week.

1/18/2020 3:08 PM [Add tags](#) - [View respondent's answers](#)

▮

Weekly email (or e-blast if you prefer) often contains repetitive content and consequently no longer read. A monthly email should be more than sufficient. A reality of life is that too many organizations over-communicate resulting in recipients ignoring email or simply setting such email to be processed as junk email. While there will always be those who want constant communication, most people are not as interested as some would think (hope). Those who are leaders, or are involved in ministries, naturally want frequent communication, and assume others do too. However, those who are just church members are less likely to appreciate such frequent communication. "Push technology" is a great way of communicating, when not abused, as it does not require any action on the part of the recipient. Probably the worst way to communicate is via a website as that requires someone to make a specific effort to do something in hopes of obtaining new information.

St. Peter's [Communications Committee](#) Minutes 2-15-2020

Return to
[minutes](#))

1/18/2020 2:52 PM [Add tags](#) - [View respondent's answers](#)

▮

I feel like I get all the information needed from St. Peter's church

1/18/2020 2:35 PM [Add tags](#) - [View respondent's answers](#)

▮

Keep up the good work

1/18/2020 2:04 PM [Add tags](#) - [View respondent's answers](#)

▮

St. Peter's Facebook page seems to use the same few pictures of the outside of the church for every post and doesn't necessarily relate to what the post is about. While I like that they are posting more, the pictures don't grab my attention because I see them so often and don't relate to the post.

1/18/2020 1:53 PM [Add tags](#) - [View respondent's answers](#)

▮

Vastly improved over previous

1/18/2020 9:43 AM [Add tags](#) - [View respondent's answers](#)

▮

Revitalize Welcoming Ministries to support individual personalized communications and foster community building. Skeletal (coffee hour) since mid-2017 and would like to see it at fuller strength. mpbradley4526@gmail.com, 602-332-4526

1/17/2020 12:15 PM [Add tags](#) - [View respondent's answers](#)

▮

We kill a lot of trees with the service bulletin. More cost effective to put the entire service on screen and limit bulletin to prayer list and info.

1/17/2020 11:54 AM [Add tags](#) - [View respondent's answers](#)

▮

Shorter communications might be more likely to be read.

1/17/2020 11:49 AM [Add tags](#) - [View respondent's answers](#)

▮

No option to "select all" on #2. I had to arbitrarily pick one.

1/17/2020 11:43 AM [Add tags](#) - [View respondent's answers](#)

▮

That all new news applies to everyone not chosen few.

1/17/2020 11:35 AM [Add tags](#) - [View respondent's answers](#)

▮

For me more communication is better. Some weeks I am not on social media or forget it. I forget to randomly check the website.

1/17/2020 11:18 AM [Add tags](#) - [View respondent's answers](#)

▮

More notice about celebration of life services and receptions ,especially for the groups that will be setting up or providing the food.

1/17/2020 11:17 AM [Add tags](#) - [View respondent's answers](#)

▮

I would like a more readable format in the weekly bulletin.

1/17/2020 11:08 AM