

Minutes of the December 1, 2005 Stewardship Commission Meeting

Attendees: Ursula Lyons, Bill Starr, Deacon John Nicholson, Jim McCarthy

E-mail Sunday: Only 85 cards were submitted at the Masses on the first weekend in November. We had initially planned on a second e-mail Sunday the first weekend in December, but this has been postponed pending further analysis and discussion. It has not been determined yet whether the 85 cards were new adds or were already within our e-mail database. We asked Parish Growth Partners (PGP) to confirm how many e-mail addresses they had for the electronic monthly newsletter. They sent a list of 647 email addresses, and maybe 25-30% of these addresses included multiple e-mail addresses within the same family. Combined with the 200 newsletters PGP has been sending out hardcopy via US mail, it is likely we may be reaching only half of our 1,500 registered families.

We need to scrutinize the original 1,500 family hardcopy distribution list and reconcile the differences. Some families are reluctant to divulge their e-mail addresses, and some will access our parish website directly to read the newsletters. We need to understand and resolve the major discrepancy between our 1,500 registered family database and the PGP database.

Value of Parish Growth Partners Reports: On Nov 18 Fr. Bova Conti issued a letter asking for feedback on PGP's performance and the quality of their newsletters and reports. Based on the feedback received, the relationship with PGP may be terminated at year-end. Feedback on the quality of the Annual Report was favorable, so maybe we can learn from that. As to the quality of the newsletters, feedback has been that they do not capture the thoughts/words of Fr. Bova Conti as well as our previous hardcopy newsletters did.

Ministry Contacts: Significant progress was made in November updating the information and contacts in the ministry Directory. Stewardship Commission members should continue to work with their assigned liaison ministries to complete this update activity during December. As a reminder, the requested information is:

- Ministry Directory updates, edits?
- Would the ministry like to be spotlighted at a Hospitality Sunday gathering?
- Would the ministry like anything added to their website content?
- Would the ministry like the liaison to attend any of their meetings? Any suggestions for improving communications?

So far, the following ministries have requested to be spotlighted at a Hospitality weekend, and will be scheduled for the first months of 2006: Respect Life, Fatima Youth Ministry, Landscaping, Holy Family Parish.

Many of the edits have also already been made to the Ministry info on the parish website, and all ministries, with descriptions and contact info, have been added to the website in November. See St. Elizabeth of Hungary, Acton parish website <http://www.seoh.org/> to review how they give a Ministry overview, then give a more granular description of ministry tasks in the Volunteer section.

Mass Attendance Data: Every October we are required to provide the Archdiocese with the average weekend Mass attendance. Ushers take a headcount at every weekend Mass during the month. Here are the attendance figures for the last six years:

2000	1,307
2001	1,344
2002	1,263
2003	1,056
2004	1,094
2005	1,033

Similar to most parishes, we experienced a drop off in Mass attendance in 2002/2003, but we appear to have stabilized over the past three years. We need to analyze and understand this data, and look beyond the numbers to see whether there are any trends or demographic factors.

Next Stewardship Commission Meeting: Wednesday, Jan 4, 2006 at 7:30pm. We are now targeting the first Wednesday of each month.

January meeting Agenda will start with items which we did not get to at the December meeting:

- Additional Communication/Community Building
 - Ministry-leader meetings
 - Appreciation Dinner
- Treasure – Gifts/Bequests
- New members