

Good Shepherd Parish  
Communications Committee  
Meeting Minutes  
February 20, 2008

Steve opened the meeting with a prayer. The Committee met with the bulletin editors at 5:30 PM at the Biddeford Catholic Center followed by its regularly scheduled meeting. The following bulletin editors were present: Nancy McClintock, Gerry Maheu and Edith Forst. The following committee members were present: Rachel Daigle, David Flood, Jim Duclos and Steve St. Cyr. Chris McKenney, Charles Thompson, and Tom Laverriere were excused.

The group discussed the latest version of the mockup combined bulletin. The discussion centered on the placement of certain information, i.e., msgr.'s message, school info, diocese info., etc. and commingling of information for the Biddeford and Saco churches plus St. Margaret's and St. Philip's versus providing information for each of the individual churches. There seemed to be agreement on the placement of certain information. Msgr's message will be placed up front. The school info will be placed near the back. The diocese info will be placed at the back. There was less agreement on the commingling of the information, however, the majority seem to favor it. Nancy agreed to prepare a revised mockup of the combined bulletin with the placement of information as agreed to and with the commingling of information but with clearer identification of the churches, and circulate it for review and comments. The bulletin editors and committee members will provide Nancy with their comments.

Following the meeting with the bulletin editors, Jim provided an update on the web site design. He indicated that he would set up a time for Tom and Steve to discuss with him some of the requirements. He also indicated that he would attempt to communicate with the present webmasters in order to get their input.

The next meeting is scheduled for March 12, at 6:30 PM at the Biddeford Catholic Center. It was not determined whether it was necessary to meet with the bulletin editors before the next meeting.

Meeting adjourned at 7:00 pm. Minutes submitted by Steve St. Cyr.

02/24/08