

Capital Campaign Communication/Information Timeline

2018

- **January 20-21** Mass announcements made regarding the project and campaign.
- **January 17** New colorful Pastoral Center renderings added to the parish website.
- **January 14** FAQ2 published in the parish bulletin.
- **January 12** FAQ2, updated project drawings and a new Capital Campaign video added to the parish website.

2017

- **December 17** FAQ1 and A Brief History of the Parish published in the parish bulletin and added to the parish website.
- **December 9** All parishioners were welcomed to an information session in Knight Hall to meet the architect, offer feedback on the initial renderings of the pastoral center, and ask questions.
- **December 1** Began a new e-newsletter, *the Beacon*, which is sent to the email address or cell phone number that we were given by every parishioner at registration.
- **November 19 and 26** Announced and invited people to Information Session in Knight Hall on Dec 9.
- **November 13** Fr. Brendan asked each ministry leader for their input on how the new pastoral could best serve the needs of their ministry.
- **October 21** Mailed an "Announcement Letter" to every registered parishioner which discussed the campaign theme, purpose of the project, that we had received diocesan approval, and announced the architect chosen for the project.
- **September 24** Announced that diocesan approval was received, that the selection of architects is ongoing, and that teams of volunteers are being formed.
- **September 3** Presented update in the parish bulletin which discussed the next steps of the pastoral center process including requesting permission of the diocese and working

with a group of parishioners with experience in design and construction to select an architect.

- **July 23** Published results of the survey, reiterated the scope of the project, discussed the next steps and presented a timeline. Parishioners were also invited to contact a Pastoral Council and Finance Council members to discuss any questions, concerns, or comments.
- **July 16** Thanked parishioners for participating in survey and announced that the results would be published the following week.
- **June 25** Fr. Brendan spoke at all of the Masses, talked about the proposed pastoral center, encouraged all parishioners to complete the survey during Mass, and gave people time to complete the survey during Mass.
- **Month of June** Surveys were sent to every registered parishioner. Parishioners were encouraged and reminded to participate in the survey.
- **May 28** Presented background of past capital campaign efforts and formally announced that a feasibility study will be sent to every registered parishioner in order to gather input and express feedback about building a pastoral center.
- **May 13** An announcement was made at all of the Masses about the pastoral center.
- **March 11** At a State of the Parish Gathering, Fr. Brendan discussed the possibility of conducting a feasibility study to gauge parishioner interest for a new pastoral center. All parishioners were invited; the gathering was also live-streamed to the internet and recorded and posted to the parish website.