

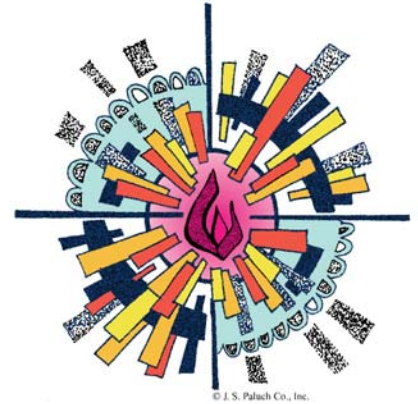
Communications Committee

Carolyn Fiori, editor (bulletin, calendars and Yearbook)

Jenna Dancel, webmaster

Bulletin staff: Majel Cantoria (contributing writer)

Yearbook staff: Dennis Schmidt, Majel Cantoria, many others contributing



Bulletin

The bulletin is published by J.S. Paluch each week. 600 copies are delivered on Thursday or Friday. 900 are delivered for Christmas and Easter. Paluch provides special bulletins for Lent, Easter, Advent, Christmas. These can either be inserted into the bulletin or distributed separately.

We encourage Ministries and groups to send their event information to be published in the bulletin rather than insert copies. Inserts are a waste of paper and there is room in the bulletin, if the information is sent ahead of time. If a group insists on having an insert, they need to make their own copies outside the parish office (600) and provide people to stuff them into the bulletin on Friday.

The bulletin is uploaded to the publisher on Sunday night, the week before publication. Information for the bulletin should be sent 2 weeks in advance. Any of the following can be sent to bulletin@sjapostle.net: Articles, parish announcements/updates, names for Prayers for the Sick and People serving in the Armed Forces, photos of events, letters to the editor. Please include contact information when sending information to be published in the bulletin.

Items published in the bulletin are at the Editor's discretion.

Bulletin Ads

All advertising on the back of the bulletin is handled by the J.S. Paluch Co. Interested people should contact J.S. Paluch Co. directly at 1-800-231-0805. Or submit an online request form. Go to: https://www.jspaluch.com/ad_form.aspx. More information about advertising with J.S. Paluch Co can be found at: <https://www.jspaluch.com/advertisers.aspx>.

Website

The website is maintained by Jenna Dancel. There is a Special Event section for details about parish events. Email addresses are listed and bulletins (current and previous editions) are stored there. Updates are done on the weekends and should be sent to webmaster@sjapostle.net with a copy to bulletin@sjapostle.net.

Yearbook

The Yearbook is published annually at the Festival. The deadline for submission of materials is May 1. Photos should be originals with 300 dpi resolution. Space for business ads and personal ads is available. Contact bulletin@sjapostle.net.

Parish Calendars

Calendars for the following year are ordered by July. 900 are ordered from Catholic Extensions. Some are held for the children in the Religious Education Program then the rest is disbursed to parishioners.

Master Calendar

The Master Calendar is kept by the parish office. All requests for meeting space and activities are also done through the parish office. (request form) The calendar on the website is updated periodically after consultation with Father and the parish office. Ministry meetings, special events, choir rehearsals, etc. are posted on a Google Calendar that can be accessed by everyone from the webpage.