

Membership Committee Minutes – October / November 2017

The Membership Committee met on Monday, October 16th and Monday, November 13th, at Westminster Presbyterian Church. Present for both meetings were: Rev. Jon Hauerwas, Michael Dunbar, Shirley Werner and Sandra Gruneich (Deacon). Germaine Wilson also attended the November 13th meeting.

1. On 10/16, the committee met with Jeff Botos from Universal Life Directories. He informed us that we had 99 families have photos taken. This gave us six “credits” for pages in the directory, apps or a variety of other options. The committee opted for the app, and utilizing the inside of the front and back cover for photos. This gave us four additional pages for staff photos and life of the church.
2. Families / individuals can submit photos taken elsewhere for a fee of \$10. They will be included w/ the other photos in alphabetical order.
3. Once we finalize the layout of the additional pages, Germaine will forward the proof to the publisher. We are to receive a proof within 15 days to finalize and approve. Directories should be delivered 2-3 weeks after publisher receives our final proof.
4. Families have started to receive their purchased photograph packages.

November 13th meeting:

1. The committee reviewed photographs taken by both Universal and Michael Dunbar, including the staff, choir, classrooms, children’s choir / bells, interior, exterior and gardens. Our goal was to encompass as much of the life of the church as possible.
2. The background colors, page layout and overall design of the directory was agreed upon and will be submitted to the publisher by the end of the month.
3. The committee will designate a proof-reader to review the directory prior to final approval, likely Shirley Werner.
4. 2018 Membership Projects include an update / re-design of the church’s website, updating the church’s historical records and arranging tours of the rarely seen areas of the church.
5. Next Membership Meeting is Monday, December 11th at WPC.

James Gray

Moderator – Membership Committee