

**Communications Team**  
**Swansboro United Methodist Church**  
**April 5, 2017 Meeting Minutes**

Attending: Helen Cizerle, Emily Egerton, Danielle Hersh, Elizabeth Holz, Bonnie Johnson (Leader), Tonya Morton, Jowita Zerilli

**Introduction**

Bonnie brought the meeting to order at 6:00 p.m. by lighting the Christ candle. She explained that the purpose of this meeting is to discuss the options for the worship bulletin and announcements redesign. She then turned the meeting over to Elizabeth Holz.

**Worship Bulletin and Announcements**

Elizabeth distributed samples of several different layout options for the worship bulletin and announcements pages. Discussion was held, at length, regarding what would appeal to most people and what would be the most appropriate option.

The Team came to an agreement on the 8-1/2 x 11 single fold worship bulletin with an 8-1/2 x 11 single fold insert for announcements.

Once Elizabeth has made a few minor adjustments and prepared a sample, the draft will be presented to the Worship Committee for approval. If they approve, it will be sent to Church Council for final review and approval.

**Church Logo**

Discussion was held on the three logos submitted by Danielle. The Team asked her to make a few adjustments to Group 1 and Group 3 (which were distributed to the Team by email on April 5, 2017). After these adjustments are made, they will be presented to the Church Council for final review and approval.

There being no further business, the meeting adjourned at 7:25 with a prayer led by Helen Cizerle.

Submitted by Tonya Morton