

COMMUNICATIONS SUB-TEAM

COMMUNICATIONS SUB-TEAM – minimum of 4 voting members

Don Eddy	Member-at-large
Stacey Kenny	Member-at-large
Isabel MacLaggan	Member-at-large
Robert O’Keefe	Member-at-large

From the names listed above, the following shall serve as

Stacey Kenny Chairperson (2022)
Isabel MacLaggan Secretary

Structure of Sub-Team:

There shall be a minimum of four (4) voting members
The Office Administrator will attend as a resource without voting privileges.

Duties and Responsibilities:

1. Recommend to the Executive Team of Council a program of communication to enhance the orderly flow of information within the Pastoral Charge. Such program may include, but is not limited to:
 - a) Quarterly newsletter
 - b) General info pamphlets
 - c) Photo gallery
 - d) Website administration
 - e) Telephone Talk-Mail
 - f) Weekly bulletin
2. Monitor the effectiveness of the communication program on an ongoing basis.
3. Prepare, in liaison with the Vice-chair of Council, a condensed report of the highlights of Council Meetings for placement in the Annual Report of the Pastoral Charge.

Reporting and Accountability:

The Communications Sub-team reports in writing to and receives direction from the Executive Team of Council.

