

St. Bernadette Catholic Church (Cedartown, GA)

Your Information

- **Consultation**
 - Original
 - 5/4/19
 - Project previously cancelled per client
 - 5/16/18
- **Timeline**
 - Minimum 4 months
 - Launch beginning of 2019 now
- **Organization Name**

(Full name as you would like it to officially appear.)

 - **St. Bernadette Catholic Church**
 - **Santa Bernardita Iglesia Catolica** (for Spanish-speaking users)
- **For churches, when specifically referencing your organization name and not the community/people, what do you prefer to go by?**
 - Church
- **Organization Information**
 - Phone Number (Primary)
 - (770) 748-1517
 - Physical Address
 - **New** (as of 6/24/18)
 - **St. Bernadette Catholic Church**
100 Evergreen LN
Cedartown, Georgia 30125
 - **Previous**
 - **St. Bernadette Catholic Church**
101 S College St
Cedartown, Georgia 30125
 - Postal Address (if different)
 - ---
 - Your Time Zone
 - Eastern (EST)
- **Full Name of Pastor(s) and preferred salutation**

(example: Fr. Tom Smith; goes by Fr. Tom)

 - **Fr. Timothy Gallagher**
 - Goes by "Fr. Tim"
- **Web Development Committee**

(Please list all members that will be present for the consultation and anyone else to be involved.)

- **Primary Contact(s)**
 - **Maria Bucio**
 - Parish Secretary (new)
 - (770) 748-1517
 - ihernandez@stbernadettecc.org (yes, Isabel's email)
 - **Isabel Hernandez (out on maternity leave and possibly for good)**
 - Parish Secretary
 - (770) 748-1517
 - ihernandez@stbernadettecc.org
- **Additional Members**
 - **Fr. Timothy Gallagher**
 - frgallagher@stbernadettecc.org
 - tgallagher@archatl.com
 - **Annay Perez**
 - Parish Assistant
 - perezannay@yahoo.com
 - o: (770) 748-1517
 - c: (678) 933-1894
 - **Leonardo Jaramillo**
 - Spanish Ministry
 - ljaramillo@stbernadettecc.org
 - **Dan Fitzgerald**
 - (initially, main contact)
 - Ad-Hoc Seminarian Assistant
 - dfitzgerald@archatl.com
 - (404) 394-5524
 - Leaving for Guatemala end of May for 8 weeks
 - Then joining other seminarians for convocation,
 - After that, going to seminary and leaving August 11th.
 - Still available for input on the design stage at least, then possible other items (to be determined internally by the client).
- **New Website is for**
 - Parish only
- **Website Address**
 - **Final**
 - <http://stbernadettecc.org/>
 - **Current**
 - <http://stbernadettecc.org/wp-login.php>
 - Current
 - WordPress
 - Originally
 - Joomla ("But that was hacked, so we're currently redirecting to our Facebook page.")
 - <https://www.facebook.com/StBernadette04>
 - Archive

- <https://web.archive.org/web/20170620204011/http://stbernadettecc.org/>
- Please list all other website addresses we need to be aware of that are associated with your organization. This is only for any content needing to be included (migrated) to the new site.
(Examples include: sub-domains, missions, groups such as Knights of Columbus or Youth Ministry, etc.)
 - None of which I'm aware.
- Are you part of a Cluster or Church Merger?
 - No

Hosting, Domain and Email Management

- **Hosting**
 - **Overview**
 - **Web hosting** is the service that physically stores website files (pages, images and content) for viewing across the internet and is separate from the **website address** (or domain name). Here at Diocesan, we manage our own server thereby allowing for complete customer support, instant technical access and complete safeguarding of your data.
 - **Hosting Company Info (Current)**
 - In some cases, your website(s) may be 'hosted' by a different company (Hostgator, Godaddy, etc.) from the one(s) managing your domain name(s). If so, please provide the following:
 - **GoDaddy**
 - It's hosted on an Archdiocesan server that they're trying to deprecate.
 - If you really need the credentials, I could obtain them, but I don't have them right now
 - **Hosting with Diocesan (New; Required)**
 - All of our sites are hosted on a secure platform for only \$25 per month (billed annually at \$300 per year).
 - Includes
 - Free domain name registration or transfer
 - Server maintenance and security with free security suite of tools
 - Basic client support (phone and email)
 - Daily backups and off-site weekly backups
 - Site maintenance and updates
 - 5GB online storage and 20GB monthly bandwidth
 - **Moving forward**
 - Yes, we agree for Diocesan to host our new website(s).
 - Please note, this option is required in order to ensure our customer support, maintenance, security, and instant technical access.
 - Per client (5/4/18)
 - **No: I want to talk about the possibility of using either WPEngine or GoDaddy.**
 - We can have the Archdiocese's tech support pick up the cost if we do it that way (we would group it under their account)
 - **Option**
 - Build on our server, then move away to WPEngine or GoDaddy for them to manage?
 - GoDaddy preferred
 - **Final Direction**
 - Client managed? Yes

- “We’d like the opportunity to contract out ad hoc jobs that are beyond normal maintenance that require significant technical training to do.”
 - Possible Solution
 - Build, host and transfer to 3rd Party Platform (GoDaddy)
 - Yes, no problems.
 - Best route is still to build a temp site on Diocesan’s server and then provide St. Bernadette with a “back up” of site to migrate to GoDaddy.
 - Yes, we will port over for them (per Ryan 8/8/18)
- **Email Setup and Management (Optional)**
 - Originally... No (Okay as-is)
 - “We currently use a Microsoft product running off of an Archdiocesan server (webmail.archatl.com)”.
 - Final
 - Yes, Diocesan to set up Gmail (per Maria 10/2/18).
- **Domain Name (Optional)**
 - **Are you interested in a new website address (domain name)?**
 - Parish: No
 - **Management of Website Domain Name (Not required)**
 - No, keep as-is and with our current registrar.
 - GoDaddy, managed by the Archdiocese
 - Archdiocese to redirect Host records
 - **Current Hosting Company Info**
 - It’s hosted on an Archdiocesan server that they’re trying to deprecate.
 - If you really need the credentials, I could obtain them, but I don’t have them right now.
- **Current Technical Support Contact**
 - Company or Individual
 - Archdiocesan Technical Support
 - support@archatl.com
 - (404) 920-7450
 - Current website/server
 - Dana Bankston (?)

Exclusive Communication Components with Diocesan

- Diocesan has progressively and dynamically integrated all of our communication tools (myParish Mobile App, printed bulletins and church management software) directly into our websites to simplify management and administration for you.
- Please choose which tools you currently have, or are interested in, to include in your new website.
 - **Church Bulletin**
 - **Are you a Diocesan Bulletin subscriber?**
 - Yes, #4293
 - **Bulletins Page**
 - 8 weeks
 - **Mobile Phone App**
 - **Are you a Diocesan “myParish App” subscriber?**

- Yes
- Church Management Software
 - Are you a Diocesan Publications “PDS Software” client (Parish Data Systems)?
 - No, we use ParishSoft (required by Archdiocese)

Help Us Get to Know You

- New Website Thoughts and Interests
 - Why are you interested in a new website and what are you looking to accomplish with it?
 - Our current website crashed (hacked) at a minimum 2-3 months ago.
 - Temp site up and running. Pull additional info from Facebook.
 - What do you want to improve on your current website?
 - See wireframe/diagram
 - De-clutter
 - Make more obvious what events are happening with certain ministries
 - Showcase photos of each ministry
 - More image-based
 - Tell content more visually (sounds like same route as Diocese of Venice)
 - What areas and/or categories are you expecting to **use** the most (from an administration side)?
 - Calendar
 - Homepages of particular ministries
 - To evangelize
 - Activities
 - News
 - Events
 - What areas and/or categories are you expecting to be **viewed** the most (from the point of the user)?
 - Home page
 - Ministry pages
 - Describe the identity of your organization (personality, purpose, etc.)?
 - “The Church” in Cedartown.
 - What is unique about your parish or organization?
 - “It’s in Cedartown” ☺
 - What attracts an audience to you?
 - Growing, a fresh start
 - Moving to a new, larger building
 - Bringing separate groups together
 - Describe your audience... (demographics, etc.)
 - 25% White
 - 75% Hispanic
 - For Parishes, what is the size of your congregation? (Number of families.)
 - About 750 families
 - What is your focus and/or mission?
 - Evangelizing the Word

- Do you have a tagline, and if so, what is it?
 - “United in Faith”
 - Focused on unity
- Content migration... how much and type of content to move to the new website?
(Please choose one; these are rough figures only.)
 - All
 - Minimal content
 - WordPress format
- Diocesan Bulletin Salesperson
 - ---
- How did you first hear about **Diocesan** (previously known as **Diocesan Publications** and **Trinity Publications**)?
 - Our Diocese
 - Archdiocese of Atlanta, GA

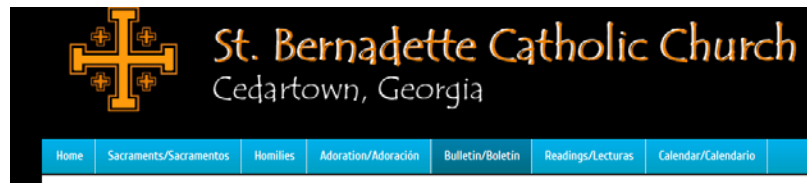
Website Design and Layout

- Design

- Are you interested in a new logo?
 - Yes
 - Tweak, typographic only
 - Keep to a minimum
 - No firm decision at this point (icon, colors to be decided still)
 - Most likely, keeping the “Jerusalem Cross” shown below.
- Logo and/or Organization Branding (Colors)
 - Current (as of 8/7/18)



- Previous



- Current Colors
 - Red (Bulletin)
 - Orange-ish (Web, as shown above)
 - Color 3

- New Colors
 - Red (from Bulletin)
 - Gray (light to charcoal)
 - Color 3
- **Other Websites and Ideas**

(Please view our gallery at www.diocesan.com/web/website-design or list any others you like.)

 - We really like the following:
 - Previous thoughts...
 - “See my wireframe”
 - Church of the Nativity
 - <http://www.churchnativity.com/>
 - Look and layout are “exceptional”
 - Like the simplified menus
 - Don’t have video, but use good photos (possibly some subtle movement)
 - New website developed by third-party since May 2018. New thoughts...
 - Content and Layout Outline (8/8/18)
 - https://docs.google.com/document/d/1dippGxfvei9wCGVP_eQh2rKba-801gWstsBqt4RrVdg/edit
- Additional thoughts and dialogue will take place between our web designer and your organization during the next stage of the project, the Design Phase.

Development and Communication

- **Current News, Information and Events**
 - Fresh and new content is key to a successful website. This is accomplished by adding up-to-date information and postings in an area such as a News and Events category. Current items from the bulletin are great examples to showcase here.
 - **News and Events Area**
 - Your Preferences Here:
 - Primary
 - Page/Post Combos
 - “Parish News and Events”
 - Keep combined
 - Secondary
 - Most likely, majority of ministry ones (to confirm with client)
 - **Homilies**
 - Yes
 - Format options
 - Text for now
 - Audio to come possibly
 - Name
 - “Homilies”
 - **Automated Content**

(Your new site may dynamically showcase the following content that is vital to keeping the faith. Please state the automatic feeds to include and preference on how to display.)

- **Options** (Please add to, modify, delete the following as needed.)
 - Daily Readings
 - Prayer of the Day
 - Saint of the Day
 - Word On Fire
- **Format** (Please display this information as...)
 - A full feed (keep and display as much of this content within our own website such as a scrolling list)
 - Link to an internal page (or two) showcasing the above.
- **Online Giving**
 - <https://giving.parishsoft.com/g3/>
- **Social Media**
 - Facebook
 - Parish
 - <https://www.facebook.com/StBernadette04>
 - Young Adult (show on their page only)
 - @SBCCYAM
 - Instagram
 - @st.bernadetteyoung
- **Staff Directory**
 - Elegant
 - We would like to showcase all essential information in regards to our staff including a photo directory.
- **Image Gallery**
 - Standard (Included)
 - Includes one "Album" comprised of 2-3 image "Galleries".
 - Upon training, you will be able to create as many albums and galleries as needed.
- **Multilingual Option (Automatic Language Translation)**
 - To Confirm
 - Initial consult and client supplied outline/thoughts want to use Polylang (per Dan Fitzgerald).
 - But... most likely "No" per latest info.
 - Fully manual
 - See new items/outline
 - Previously
 - I'd like to have each page viewable in both English and Spanish as detected by HTTP headers and stored in a cookie and changeable by clicking on the appropriate country's flag in the upper-left hand of the page.
 - Yes, use Polylang plugin to pair English/Spanish pages and switch header to appropriate images.
 - Dropdown
 - Use flag icons
 - Spanish
 - English (use United Kingdom flag/icon instead of American)
 - Build site as Spanish first (default)
 - Then English is second choice
- **Website Calendar(s)**
 - **Current Calendar(s)**
 - Our organization currently uses the following calendars (i.e. "Events Calendar")

- “Parish Calendar”
 - **Google Calendar**
 - Yes, help us use Google Calendar
 - **Preferred Day of Week for the Calendar to Start With?**
 - Sunday (default)
- **E-Newsletter Integration**
 - No
- **Important Secondary or Third Party Links**
(Please add to, modify, delete the following as needed.)
 - **Standard**
 - The Vatican
 - <http://w2.vatican.va/content/vatican/en.html>
 - The Roman Catholic Archdiocese of Atlanta
 - <https://archatl.com/>
 - USCCB
 - <http://www.usccb.org>
 - **Other (links only)**
 - School
 - N/A
 - FORMED[®]
 - <https://stbernadette04.formed.org>
 - 4JYX6T
 - Prayers and Devotions (Eternal Word Television Network)
 - <https://www.ewtn.com/devotionals/prayers/index.asp>
 - Video
 - Catholics Come Home
 - For the English page: <https://vimeo.com/132161554>
 - For the Spanish page: <https://vimeo.com/51872905>
 - A few others TBD
- **Site Administration**
 - Approximately how many people need to be trained on the new website?
 - 4-6
 - Website Admin Access
 - Please list all **Full Access** users here:
 - Maria Bucio
 - ihernandez@stbernadettecc.org
 - Isabel Hernandez
 - ihernandez@stbernadettecc.org
 - Fr. Timothy Gallagher
 - frgallagher@stbernadettecc.org
 - Annay Perez
 - perezannay@yahoo.com
 - Dan Fitzgerald
 - dfitzgerald@archatl.com

- Leonardo Jaramillo
 - ljaramillo@stbernadettecc.org
 - Are there any admin users needing **Limited** or **Special Access** (i.e. Mary Smith for the Faith Formation category only)?
 - Yes/No?
 - Probably one leader in each ministry
 - Contact / Registration Forms
 - Provided
 - Contact Us
 - Will you need additional, custom forms?
 - Family Registration
 - Use a with a Database
 - “Official” email address to use throughout the website (e.g. contact form, footer, contact page, etc.)
 - info@stbernadettecc.org
 - Not created yet
 - Until then
 - ihernandez@stbernadettecc.org
- Notes
 - Additional thoughts, options, ideas here...
 - Current site was meant to be final site, but “issues”.
 - Now just serving as a temporary one.
 - Content and Layout
 - https://docs.google.com/document/d/1dippGxfvei9wCGVP_eQh2rKba-801gWstsBqt4RrVdg/edit
 - See also, files in Client folder.
 - 5/4/18
 - Layout expressed in wireframe
 - Build site as Spanish first (default)
 - Then English is second choice
 - Client concerns (Dan)
 - Mobile responsive
 - Yes, your site will be developed from conception for full mobile support and viewing on all devices and operating systems.
 - Multiple calendars
 - Want to use multiple calendars including sub-calendars.
 - Yes, possible with Google which will synchronize with our myParish mobile app as well.
 - Preload with lots of stock photos.
 - Site Nav
 - <https://docs.google.com/document/d/10F96XMQv2h92lObxwjANSNBdIPiXL-l3w5dX5VDA8hs/edit>