Saint Bernard Catholic Church (Holmes Beach, FL)

Your Information

- **Consultation**
  - **12/7/17**
- **Organization Name**
  (Full name as you would like it to officially appear.)
  - **Saint Bernard Catholic Church**
    - "Saint" spelled out
- **Do you prefer to go by**
  - Catholic Church
- **Diocesan Salesperson**
  - Chuck Weigel
- **Location**
  - Physical Address
    - 248 South Harbor Drive
      Holmes Beach, FL 34217-1918
  - Your Time Zone
    - Eastern (EST)
- **Name of Pastor(s) and preferred salutation**
  - Fr. Michael Mullen
- **Web Development Committee**
  (Please list all members that will be present for the consultation and anyone else to be involved.)
  - **Primary Contact(s)**
    - **Joe Reuwer**
      - Volunteer (but primary contact)
      - reuwerj@sbcglobal.net
      - 937.266.8990
    - **Ms. Paulette Kaczor**
      - Office Manager
      - Paulette@stbernardcc.org
      - 941.778.4769
  - Additional Members
    - **Fr. Michael Mullen**
      - Pastor
      - 941.778.4769
- **New Website is for**
  - Parish only
- **Current Website Address**
  - http://www.stbernardcc.**com**

- - Owned by Diocese
- **New Website Address**
  - o http://www.stbernardcc.**org**
    - Owned by Diocese
- **Please list all other website addresses we need to be aware of that are associated with your organization**
  (Sub-domains, Missions, Columbarium, groups such as Knights of Columbus or Youth Ministry, etc.)
  - o None
- **Current Website Format**
  - o LPI
- **Are you part of a Cluster or Church Merger?**
  - o No

Domain and Email Management

- **Hosting** (Required)
  - o All of our sites are hosted on a secure platform for only $25 per month (billed annually at $300 per year).
    - Includes
      - Free domain name registration or transfer
      - Server maintenance and security
      - Client support (phone and email)
      - And more
    - We agree for Diocesan to host our new website(s).
      - Yes
      - Covered 100% per website allowance
  - o Current hosting company info (if different from Domain Name below)
    - Lpi uses ENOM Inc. purchased by TUCOWS in 2017
      - U: ReuwerJ@SBCglobal.net
      - P: Figaro8181$
- **Email Setup and Management** (Optional)
  (Choose one)
  - o No (Okay as-is)
    - Managed by the Diocese
- **Domain Name** (Optional)
  - o **Are you interested in a new website address (domain name)?**
    - http://www.stbernardcc.**org**
      - Owned by Diocese
  - o **Management of Website Domain Name** (Not required)
    - No, keep as-is
- **Current Technical Support Contact**
  - o Company or Individual
    - Roger Navarro
      - Diocese of Venice
    - Joe Reuwer
      - Saint Bernard

Additional Communication Components Through Diocesan

- **Mobile Phone App**
  - o **Are you a Diocesan "myParish App" subscriber?**
    Free to Diocesan bulletin subscribers, please visit www.myparishapp.com for more information.
    (Choose one)
    - No, but interested
      - Sent to App team 12/19/17
    - Include on design and build
- **Church Management Software**
  - o **Are you a Diocesan Publications "PDS Software" client (Parish Data Systems)?**
    (Choose one)
    - No, Parish Soft

Help Us Get to Know You

- **New Website Thoughts and Interests**
  - o Why are you interested in a new website?
    - Move to the ".org" domain and include more information for people using WEB access
  - o What are you looking to accomplish with the site?
    - Include more information about St. Bernard's it's activities and services
  - o How are you expecting it to be used?
    - A complete source of information for St. Bernard's parishioners and the large vacation and visitor population
  - o What areas and/or categories are you expecting to **use** the most (from an administration side)?
    - Religious schedules and events
  - o What areas and/or categories are you expecting to be **viewed** the most (from the point of the user)?
    - Calendar
  - o What is your identity (personality, purpose, etc.)?
    - Serving parishioners and addressing the needs of visitors
  - o What is unique about your parish or organization?
    - Pastoral ministry for the small parish with a large, mobile seasonal visitor population
  - o What attracts an audience to you?
    - Easy access to the church for Mass
  - o Describe your audience…
    - Small numbers of largely retired members and a larger seasonal population of retired and vacationing workers.
    - Smaller
      - Core is about 450 individuals
      - Seasonal about 3000-3500 people
  - o What do you want to improve on your current website?
    - Easier access to more complete information
  - o What is your focus and/or mission?
    - Pastoral ministry

- o Is the site more for current members and staff, or are you more evangelistic?
  - Current members and seasonal/vacationing transient population
- o Do you have a tagline, and if so, what is it?
  - To Praise the Lord Through Our Worship And Our Service With Our Time, Talents and Treasure.
- o Content migration… how much and type of content to move to the new website?
  (Please choose one; these are rough figures only.)
  - All

Thoughts for Website Design and Layout

- **Design**
  - o **Are you interested in a new logo?**
    - Yes
      - Simple, quick
      - New typography with image
      - Use current St. Bernard image from website
        - o May need to find copyright free one, though.
      - Client likes multi-color (?)
        - o Full photo quality probably
  - o **Logo and/or Company Branding (Colors)**
    - Parish/Organization
      - Current Colors
        - o No ideas
        - o Brighter palette, though
      - New Colors
        - o None stated
        - o

- **Layout and Structure**
  - o Ideas for **Site Navigation** (please choose one)
    - Use the site navigation on our current website
  - o Ideas for **Featured Items** ("must have" top areas to highlight)
    (Even though everything will be listed in the overall site navigation, these are the key areas that we want to exclusively showcase on our home page.)
    - Examples
      - Mass Times
      - Bulletins
      - News and Events
      - Calendar
  - o **News and Events Area**
    - "News and Events"
  - o **Homilies**
    - No
  - o **Secondary or Third Party Links**
    (Please add to, modify, delete the following as needed.)

- Local Diocese
- Use current
  - o **Automated Content**
    - **Options** (Please add to, modify, delete the following as needed.)
      - Daily Readings
      - Prayer of the Day
      - Saint of the Day
  - o **Automated Content**
    - **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)
  - o **Online Giving**
    - Have, BUT DO NOT INCLUDE
  - o **Social Media**
    - Nada
  - o **Bulletins Page**
    (Your new site will automatically load and display your weekly parish bulletins, up to 12 weeks. Please state your preferred number of weeks to display for this bulletin archive.)
    - 4 weeks

Thoughts for Website Development

- **Multilingual Option**
  - o No
- **Website Calendar(s)**
  - o **Current Website Calendar(s)**
    - One calendar, still need to convince to go with Google
  - o **Preferred Day of Week the Calendar is to Start On?**
    - Sunday (default)
- **Site Administration**
  - o Approximately how many people need to be trained on the new website?
    - 3
  - o Website Admin Access
    - Just one for now (full admin)
    - Are there any users needing limited or special access (i.e. Mary Smith, Faith Formation category only)?
      - Director of Religious Education
      - Office Manager (yep, she'll be limited) ☺
  - o Contact / Registration Forms
    - Provided
      - Contact Us
    - Additional?
      - Baptism
      - Marriage
  - o "Official" email address to use throughout the website (e.g. contact form, footer, contact page, etc.)

- office@stbernardcc.org
- **Other Websites and Ideas**
  (Please view our gallery at: www.diocesan.com/web/website-design)
  - We really like the following:
    - None stated
- **Analytics**
  - Google
- **Notes**
  - Additional thoughts, options, ideas here…
    - Archive, get screen shots of current site before losing.