

# Parish Round Table

Spring 2019

# Agenda

Review of census software [Standard Operating Procedures](#) and best practice.

- Parish Administrative Staff Listings – Chancery Bulletin
- Catholic Life Subscriptions/Registered Families with Send Magazine checked
- Close Batch, tax deductible Funds and tax statements
- Merge to purge. Never, ever, Delete, Forget Family
- Training webinar discussion
- Parish data cleanup.
  - Mailing address cleanup
  - Phone number cleanup
  - Email cleanup
  - Birthdates
- ParishSOFT Data Quality Initiative

## Agenda Continued

- [Handbook for Sacramental Records](#) rev 11-16-2018, a walkthrough. - Nick
- Social Media for your parish - Jack
  - My Own Church for you and your pastor.
  - my Parish app
    - New button: Prayer Request
    - Driving usage at your parish
  - [Facebook Social Media Group](#)
    - Share diocesan posted content
    - Share content from neighboring parishes
  - [Parish media resources](#)
    - Email, MailChimp and diocesan events
- Safe Environment information (posters, new forms, etc.) - Teresa



## **Prayer for Healing Victims of Abuse**

God of endless love,  
ever caring, ever strong,  
always present, always just:  
You gave your only Son  
to save us by the blood of his cross.  
Gentle Jesus, shepherd of peace,  
join to your own suffering  
the pain of all who have been hurt  
in body, mind, and spirit  
by those who betrayed the trust placed in them.

Hear our cries as we agonize  
over the harm done to our brothers and sisters.  
Breathe wisdom into our prayers,  
soothe restless hearts with hope,  
steady shaken spirits with faith:  
Show us the way to justice and wholeness,  
enlightened by truth and enfolded in your mercy.  
Holy Spirit, comforter of hearts,  
heal your people's wounds  
and transform our brokenness.  
Grant us courage and wisdom, humility and grace,  
so that we may act with justice  
and find peace in you.  
We ask this through Christ, our Lord. Amen.



**Blessed Sacrament Catholic Church**

4.6 ★★★★★ · 8 reviews

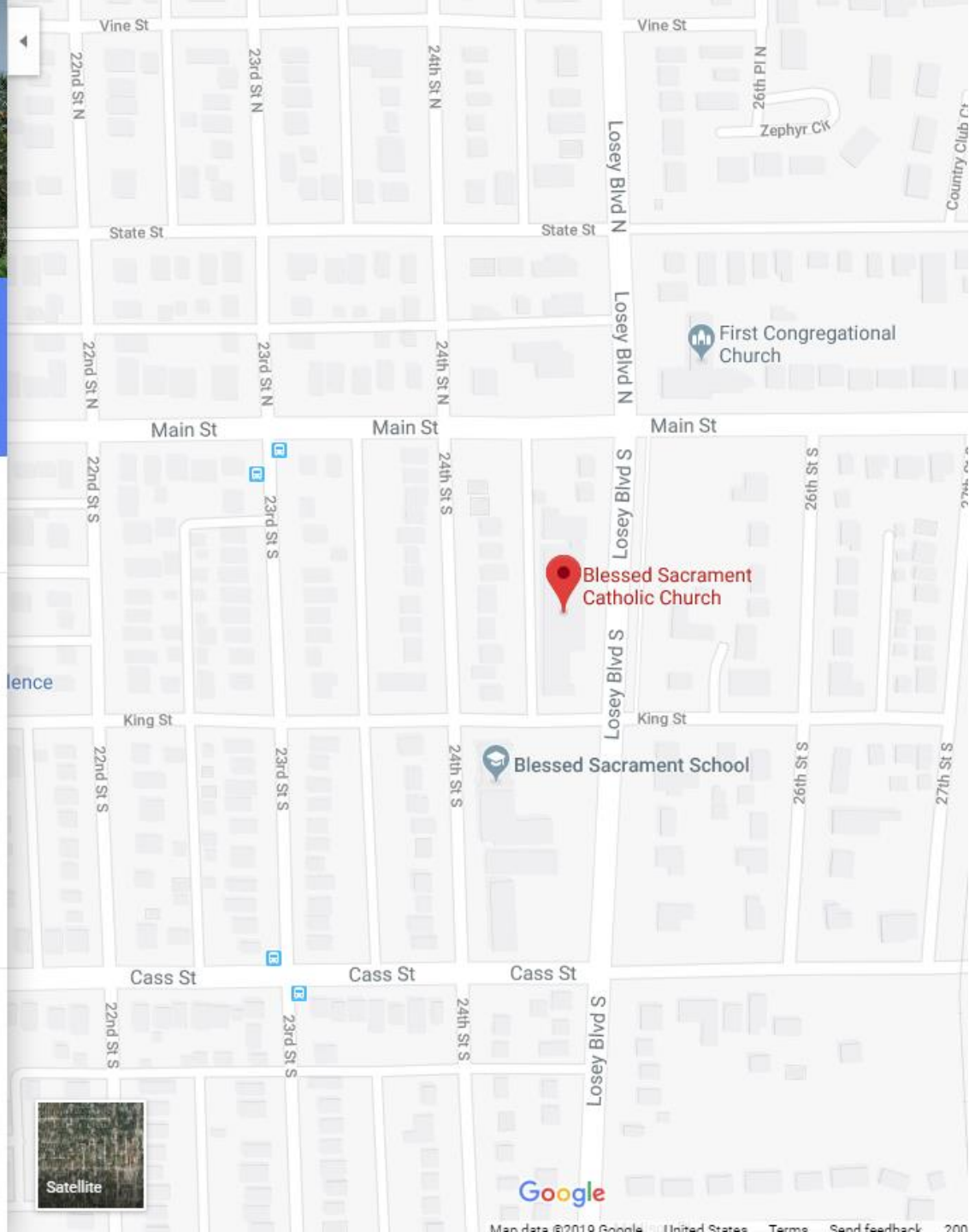
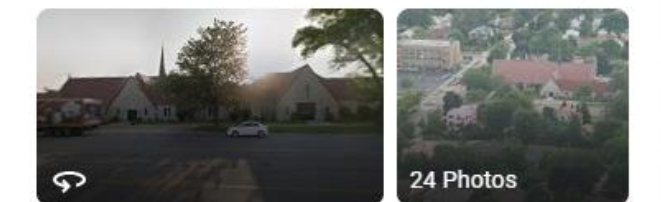
Catholic Church

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- 130 Losey Blvd S, La Crosse, WI 54601
  - RQ6J+75 La Crosse, Wisconsin
  - bsplacrosse.org
  - (608) 782-2953
  - Claim this business
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Photos



About 6,600,000 results (0.43 seconds)

### Blessed Sacrament Parish - La Crosse

<https://bsplacrosse.org/>

On behalf of our parish family I wish to extend a warm welcome to you on visiting our website. It is my hope and prayer that **Blessed Sacrament Parish** will be ...

[Bulletin](#) · [Calendar](#) · [About the Parish](#) · [Matrimony](#)

### Bulletin – Blessed Sacrament Parish - La Crosse

<https://bsplacrosse.org/bulletin>

Location: **Blessed Sacrament Parish** 130 Losey Boulevard South, La Crosse, WI., 54601. Powered by Squarespace. Contact Us: Email - bspchurch@yahoo.com

### Calendar – Blessed Sacrament Parish - La Crosse

<https://bsplacrosse.org/calendar>

Location: **Blessed Sacrament Parish** 130 Losey Boulevard South, La Crosse, WI., 54601. Powered by Squarespace. Contact Us: Email - bspchurch@yahoo.com

### About the Parish – Blessed Sacrament Parish - La Crosse

<https://bsplacrosse.org/about-the-parish>

**Blessed Sacrament Parish** is dedicated to the project of being a praying, worshipping community of faith. From that source of spiritual energy the parish family ...

### Blessed Sacrament Parish | Diocese of La Crosse

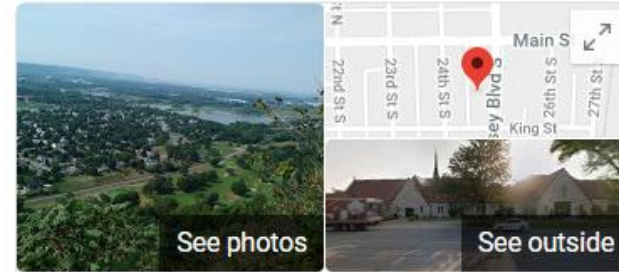
<https://diolc.org/parish/blessed-sacrament-la-crosse/>

**Blessed Sacrament Parish.** Deanery: La Crosse. Phone: 608-782-2953 ... Sunday: 6 am - 8 pm Parish Adoration Chapel. Monday: 6 am - 8 pm Parish Adoration ...

### Blessed Sacrament Parish | Welcome! - Madison

[www.blsacrament.org/](http://www.blsacrament.org/)

You are welcome here at the Catholic **Parish** Community of **Blessed Sacrament!**



## Blessed Sacrament Catholic Church

[Website](#) [Directions](#) [Save](#)

4.6 ★★★★★ 8 Google reviews

Catholic church in La Crosse, Wisconsin

**Address:** 130 Losey Blvd S, La Crosse, WI 54601

**Phone:** (608) 782-2953

[Suggest an edit](#) · [Own this business?](#)

### Questions & answers

Be the first to ask a question

[Ask a question](#)

### Reviews

[Write a review](#)

[Add a photo](#)



"Incredible **service** by Father Marshall"



"I believe I have found my true **home parish** here."



"Wonderful place to pray when I travel."

Forget to pray?

## LET THE MYPARISH APP HELP!



Connect with your parish like never before! Download the free myparish app today! Text "app" to "88202" to download myParish App on your mobile device. You can also find it in the iTunes or Google Play stores by searching for myParishApp. Find Masses, get confession times, and schedule prayer reminders, all from your phone!















## Batch Balance, Commit and Close Batch

Batch Balance is reached when Postings equal the Cash Total amount. A Quick Entry Batch must Balance to Commit, and must Commit to Close. Commit is an intermediate state which allows further Posting edits. A Closed Batch cannot be changed or Edited. Use Commit to verify and document Postings when Batch Balance is achieved.

### Fund Management

	Fund #	Description	Fund ID	Tax Deductible
 	1401	Adult Tithe 2018	5618	<input checked="" type="checkbox"/>
 	101	Building and Maintenance	1080	<input checked="" type="checkbox"/>
 	152	Catholic Charities	1086	<input checked="" type="checkbox"/>
 	151	Catholic Relief	1085	<input checked="" type="checkbox"/>
 	111	Catholic Relief	1085	<input type="checkbox"/>

If its not toggled to Tax Deductible  
It won't appear on tax statements.

# My Queries

Filter by Query Tags  Apply Clear

	Query Name	Query Tags	Date Created	Date Modified	Owner	Global
<a href="#">Edit</a> <a href="#">Delete</a>	SCTA		6/28/2018	6/28/2018	Lichter, Nick	<input type="checkbox"/>
<a href="#">Edit</a> <a href="#">Delete</a>	SOP-Business or Organization	<span>CW</span>	3/13/2019	3/13/2019	Lichter, Nick	<input checked="" type="checkbox"/>
<a href="#">Edit</a> <a href="#">Delete</a>	SOP-Family Formal Mailing Name format check	<span>CW</span>	3/13/2019	3/14/2019	Lichter, Nick	<input type="checkbox"/>
<a href="#">Edit</a> <a href="#">Delete</a>	SOP-Family Groups and registration, Invalid test		3/13/2019	3/14/2019	Lichter, Nick	<input type="checkbox"/>
<a href="#">Edit</a> <a href="#">Delete</a>	SOP-Family, Member and Staff Phone Numbers	<span>CW</span>	3/13/2019	3/14/2019	Lichter, Nick	<input type="checkbox"/>
<a href="#">Edit</a> <a href="#">Delete</a>	SOP-Member Role (Type), single Member Family	<span>CW</span>	3/14/2019	3/14/2019	Lichter, Nick	<input checked="" type="checkbox"/>
<a href="#">Edit</a> <a href="#">Delete</a>	SOP-Member Status, no valid Member n Active Family	<span>CW</span>	3/12/2019	3/14/2019	Lichter, Nick	<input checked="" type="checkbox"/>
<a href="#">Edit</a> <a href="#">Delete</a>	SOP-Primary Address w NULL, or Unknown		3/13/2019	3/14/2019	Lichter, Nick	<input checked="" type="checkbox"/>

1. Sort by Owner

2. SOP queries will appear in alphabetical order

Add New Family.....	7
Find Family.....	8
Registration Status.....	8
Who should be registered, guidelines for Registration .....	9
Move Selected Family.....	11
When to use Move Selected Family .....	11
As Unregistered .....	12

SOP query matches SOP topic in the Table of Contents

Family Formal Mailing Name .....	13
? IQ query SOP-Family Formal Mailing Name format check (QUID 675).....	13

# Email Cleanup

- almost 20,000 sent this year
- “bounced” addresses
  1. Address doesn't exist
  2. Server is blocking delivery
  3. Firewall or filter block
  4. Mailchimp is blocked
  5. Temporary ISP block

# Birthdates

- Need birthdates to reach the right audiences

<a href="#">YYA - Adventure Camp 2019</a> Regular • YYA Feb2019b Sent on Mon, Apr 08, 2019 4:42 pm	5,509 Subscribers	29.2% Opens	2.3% Clicks
<a href="#">Social Concerns - Leadership Conference 2019</a> Regular • April_2019 Social Concerns Sent on Tue, Mar 19, 2019 9:13 am	554 Subscribers	46.9% Opens	7.1% Clicks
<a href="#">Social Post From YYA - NCYC 2019 - Email TWO</a> Social Post Published on Wed, Mar 13, 2019 11:00 am	201 Reach	278 Impressions	1 Engagement
<a href="#">YYA - NCYC 2019 - Email TWO</a> Regular • YYA Feb2019b Sent on Wed, Mar 13, 2019 10:59 am	260 Subscribers	35.1% Opens	4.6% Clicks
<a href="#">MOTC Feb MADE FOR MORE!!</a> Regular • MOTC Feb_past attendees Sent on Fri, Feb 01, 2019 6:54 pm	426 Subscribers	51.4% Opens	4.8% Clicks
<a href="#">YYA - NCYC 2019 - Email One</a> Regular • YYA Feb2019b Sent on Fri, Feb 01, 2019 5:45 pm	252 Subscribers	46.7% Opens	4.5% Clicks
<a href="#">Marriage Family Life - Webinar Teaching the way of Love series</a> Regular • M&FLIntellectual Maturity Webinar Sent on Tue, Jan 29, 2019 6:16 pm	7,180 Subscribers	26.3% Opens	0.5% Clicks
<a href="#">MOTC Feb</a> Regular • MOTC Feb Sent on Tue, Jan 22, 2019 2:33 pm	5,094 Subscribers	30.8% Opens	0.4% Clicks