



Diocese of Austin
The Catholic Church of Central Texas
 1600 N. Congress • Austin, TX 78711 • 512-476-4888

DATE: May 2, 2008
FROM: Christian R. González, Communications Office
TO: Parish staff
RE: Enclosed material from diocesan offices

Please find enclosed materials for various ministries and positions in your parish staff. Please sort the contents of this mailing to the proper individuals/offices, and include a copy of this memo to your pastor. I appreciate your attention to this matter, and would also like to know if we need to send any additional copies.

Please note that the contents marked “yes” under the column “Electronic copy available” can be downloaded and printed at

<http://www.austindiocese.org/resources.php>

Contents of this mailing, the intended recipients and the office sending the material are as follows:

Material	To be delivered to	From the diocesan office	Electronic copy available?
Catholic Spirit invoice	PBA	Communications	No
Memo on temporary food permits*	Pastor and PBAs	Chancellor	Yes
Memo on sacramental records	Pastor and PBAs	Vicar General	Yes
Memo on olivewood artifacts	Pastor	Vicar General	No
Envelope labeled by name for pastor, with Lumen Gentium confirmation notice**	Pastor	Communications	No
Letter from Vocations Office, vocations calendar, order form	Pastor	Vocations	No
Memo on House of Prayer	All priests and all deacons	Vicar General	No
Ethics and Medics newsletter	All priests	Bishop’s office	No
New Horizon job search workshop flyer	Bulletin secretaries	Catholic Charities	Yes
Our Faith~Our Legacy Action Memo	Pastor, parish staff, CEC members	Stewardship	Yes
May Word of Life Series	Bulletin Secretaries	Pro-Life	Yes
Brochure from International Stewardship Council	Pastor, PBA, stewardship committee	Stewardship	Yes
Reflections Newsletter	All priests	Stewardship	Yes
Harvest of Justice information	Pastor, bulletin secretaries	Social Justice	Yes
Packet for Youth Ministry Coordinator	Youth Ministry Coordinator	Youth Office	No

* For Travis County parishes only

** For pastors who made nominations