

Barry M: Fresh Desk Link: <https://gbdioc-parish.freshdesk.com/support/home>

Barry M: Webinar -7/14/21-Sacraments in Gabriel and Annual Parish Report: <https://gbdioc-parish.freshdesk.com/support/solutions/articles/44002234516-webinar-7-14-21-sacraments-in-gabriel-and-annual-parish-report>

Vicki Trembl: *(Report for correcting Family Status)* Registered Families By Family Status

Barry M: Family Lists - Options to pull reports of Families in a Parish: <https://gbdioc-parish.freshdesk.com/support/solutions/articles/44002227112-family-lists-options-to-pull-reports-of-families-in-a-parish>

Sue Krueger: Fr. Doug would like to know if there is anyway when you look up a parishioner if you can print out a full page with all their info on. I know you can do excel print out but he's looking for a full sheet with the family info on it so he can show them what we have and they can update it.

Sue Krueger: That is not what we are looking for. He just wants one family when he's looking up someone. With 3600 families it's hard to print all. Thank you Roy!!

Todd Blahnik: @Sue send us an email with specifically what Fr. wants and we can see what would work best.

Todd Blahnik: @Sue if we can't get you what you want, we will put in a request with Gabriel

Sue Krueger: @Todd I will do that. Thank you.

anne g: Is it possible to search a member by partial name? For example, if I don't know how to spell a persons full name the Gabriel search doesn't bring anything up. It would be nice to partially

Red: With the partial name thing, is there also some sort of "wild

Red: Can you also only type the last few letters? Maybe you're spelling the first part wrong, but know you have the last part right. Could that work?

Patty *When you search in Family Search, it will find any name that includes the criteria. Example - if you type "Coo" for Cooper it will find every occurrence of Coo - includes Scooner, Escoobel, ObiscOO. Those families beginning with Coo will be listed first.*

Mike Aschinger: Had some difficulty recording marriages when they are not

Barry M: How to Enter Matrimony Sacrament Records: <https://gbdioc-parish.freshdesk.com/support/solutions/articles/44002211991-how-to-enter-matrimony-sacrament-records>

Barb Hruby: When I ran this report through Families with the June 30, 2021 date...it did not include the active family who died in August, but was alive in June.

Mike Aschinger: We can then create non-diocesan members individually?

Patty: *Yes, you would use one of the Statuses for Sacrament Only or whatever status is appropriate to your relationship to this family. A family can be one member.*

Catherine: I have a question about listing parishioners. What is the difference between Active and Contributor? Secondly, what about assigning envelopes to individuals who graciously give weekly, but are listed as a contributor?

stmarysl: When I ran a report to verify if there were any marriages for the past fiscal year. I came up with one, but it was very strange, the family that came up she was listed as a widow and I couldn't find a date for the wedding, but there was one listed on the report.

Patty: *This would indicate a review of that member to check their marriage sacrament info and marital status on the Misc tab.*

llavarda: Patty How do you know or where to find out if they are Religious Ed only? Do you unregister them from the parish? I am working off the Family Status Registration Status.

Roy Verstegen: The Default (in Family Search) is Active Family Status  
anne g: Can default be changed to All Statuses?  
Patty *unfortunately no, it is a Global feature, as most common search globally is Active*

Roy Verstegen: If you use Donna's Family Search Results it will keep your last Family Status

Aidee Boesen: How about when there's two different last names for the family?  
Lynn Corroy: Aidee, you have the same situation as we do at St. Philip the Apostle. Many Hispanic families that have hyphenated names. We keep the hyphen in when registering them.

Aidee Boesen: If it only says Mr. & Mrs. does it add the last name?  
Mary Ann: This is the FAMILY status. Member status later  
Jen Buechel: Excellent note Mary Ann!

Peggy Wilms: How long do they stay "new registered?"  
Why use new registered as opposed to active?  
Patty: *Once you complete your parish onboard process; you determine the Family status and registered parish.*

Deb Ransbottom: If I have a family that moved out of state, why would I not mark them as inactive?

Catherine: I have a question about listing parishioners. What is the difference between Active and Contributor? Secondly, what about assigning envelopes to individuals who graciously give weekly, but are listed as a contributor?

Debbie: I've assigned a budget number to families in contributor status  
Barb: I have a family that requested envelopes because they wanted to join, but they chose to not complete the census form-just give name & address. What status should they be listed in?  
Aidee Boesen: you can add a number but it doesn't come up on reports for like envelope mailing list etc.... need to do a separate search for him.

Plainfield: If a family comes to church regularly but does not contribute over \$100 a year are they still considered "active"?

Barry M: official "contributor" according to diocesan guidelines is \$100 or more per year.

Barry M: the family status is either "active" or "contributor"

Mary Ann: If they give \$20 I would suggest still do Contributor only 1st donation. Then come time to do the count for > \$100 use a report to pull out the under \$100. That should be easier than looking at all other statuses and have to update donor when they actually hit \$100.

stmarysl: Can't Gabriel make it automatically save each screen after you have made changes and leave the screen. (Sorry, no)

Lynn: *(in reference to a member who has been moved to a separate family*  
Did you actively make her pink, Donna, or does it automatically pop  
in when you create her new account?

Red: How did you know she was on her own? Did Gabriel do that  
automatically or did she have to get added manually on her own  
profile?

sarahzteske: When you make a new acct for her, Gabriel will highlight it for you  
indicating that she belongs to that family but now has her own acct

Red: So really, it highlights because it already has a record for her  
and that's why it's triggered?

Red: Just curious... why age 27? Because of the insurance laws and  
potentially still in the same household?

Mary Ann: Red, it was a starting point we agreed upon. Each parish could  
select a lower age if they'd like I believe

Red: So really, it highlights because it already has a record for her  
and that's why it's triggered?

Red: Okay great, but it would be 1 age across the board? Or someone  
could be their own regardless of age, correct?

Aidee Boesen: Many adults still live with parents in Hispanic households...  
would the change happen automatically?

anne g: I have a question that would be easier to communicate verbally.  
Can you let me know when I can ask it? I will then unmute - has to  
do with Budget/Gabriel number

Lori Paul: Anne - we will have you ask it after they are done presenting.

lpiechota: Weren't we told to never mark a "member" inactive? Just the family  
should be inactive?

Patty: *Family status defines the relationship with your parish. If the  
Family is registered at your parish and you make Family Status  
Inactive, it will default the Member status to Inactive. Each  
member can only have one status.*

Roy Verstegen: Did we go through the family tabs?

Aidee Boesen: Sorry what is CORI date again? (  
Patty: *For Safe Environment. CORI is an east coast term.*

Aidee Boesen: Some families have Joe and Jane and some have Joe & Jane... what  
is the better way to enter them?

Patty: *Joe & Jane, using the ampersand, is preferred.*

Aidee Boesen: When you unregister a family does that only change the status at  
the church that changes that?

Patty: *When you unregister a family from the Churches Tab, it unregisters  
them from ALL the churches listed. If they are registered with a  
different church, then suggest leaving them registered at the other  
church.*

lpiechota: When I made some families inactive and marked them as unregistered  
in our parish yesterday, I noticed that it automatically made the  
member status inactive

Patty: *Yes, inactive member in an inactive family is a default.*

Lori Paul: Last call for questions

Lori Paul: Thanks everyone! Anne G - will you please unmute and ask your  
question and then we will conclude.

Jen Buechel: Folks... if you can stay with us for a bit, we will give you few  
more details on the Gabriel User's Forum coming in Sept.!

Jen Buechel: Sept 29 - in person if you like! We'd love to have you join us  
from noon to 4p at the Norbertine Center in De Pere!

Jen Buechel: Sept. 30 - virtually from 9a - noon!

Aidee Boesen: will an email be sent out? or do we need to sign up?

Red: and where do we send questions in advance?

Todd Blahnik: Yes, an invite will be forth coming.

Patty: *Yes - I will be setting up a Registration including a space for  
letting us know what questions you'd like answered. Expect to have  
that ready for the first week of Sept.*

Cat/St James: Great Job!!