Memo

Date: September 17, 2018

To: Pastors, Administrators and Parish Staff

From: ╬Wilton D. Gregory, Archbishop of Atlanta

Re: 2018 October Mass Counts

Several years ago, I requested that parishes and missions in the archdiocese conduct an annual count of the number of people who attend weekend Mass in October. I rely on the participation of all of our parishes and missions in this process to help identify trends and obtain an accurate baseline for future counts.

In order for us to have the most accurate data, please conduct this count over all October weekends each year. This includes October 6-7, October 13-14, October 20-21, and October 27-28.

Click here to record your weekend Masses.

Please see the attached information to help you record your numbers. If you have questions, please contact Jenny Miles in the Office of Planning and Research at jmiles@archatl.com or 404-920-7852.

Preparing for Counting Mass Attendance

- Decide if you will use ushers or another designated team to take a precise count at each Mass during the October weekends.
- Decide how your team will track the Mass count, who will complete the form and where the form will be left after Mass.

Potential Methods to Conduct Mass Count

- Count Mass attendance during the homily (since everyone is seated and there is little movement at this time) or discretely between the Homily and the Offertory.
    - o Counts can be taken from the sides or back of each section(s).
    - o Someone could be designated to count the Ministers in the Sanctuary (priests, deacon, acolytes, altar servers, lectors, cantors and so forth).
- Make a seat map and mark which seats are full or empty.
- Automated people counters use cameras to measure all incoming and existing traffic at any given time.
- Give every person a bulletin or set one aside for those who don't grab one.
- Use a tally counter for people entering and exiting the sanctuary.
    - o Phone apps or physical counter tools are available
    - o Ensure that you have a tally counter at every entrance.
- Take a high resolution picture during the service and count from the photo.