



Memo

Date: September 23, 2019
To: Pastors, Administrators, Parishes, and Missions
From: Most Reverend Joel M. Konzen, S.M.
Re: 2019 October Mass Counts

Since 2015, the Archdiocese has requested annual counts of the number of people who attend weekend Mass in October. Full participation of all our parishes and missions in this process helps 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. This includes October 5-6, October 12-13, October 19-20, and October 26-27. All weekend Mass counts may be recorded at: <https://www.surveymonkey.com/r/2019MassCounts>.

If you have any questions please contact Jenny Miles in our 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 over weekends in October.
- Decide how your team will track the Mass count, who will complete the form, and where the form will be left after Mass. Potential counting methods are listed below as suggestions.

Potential ways to conduct the Mass Count. You may choose a method from the list below, or develop your own:

- Count during the homily (since everyone is seated and there is little movement at this time) or discretely between the Homily and the Offertory.
 - Counts can be taken from the sides or back of each section(s).
 - 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.
- Give every attendee a bulletin or handout, setting one aside for those who don't take one.
- Count all people entering or leaving the Sanctuary.
 - Automatic people counters/heat cameras to measure all incoming and existing traffic at any given time.
 - Dedicate a team of people to count all people entering and exiting the sanctuary.
 - Phone apps or physical counting tools are available.
 - Ensure that you have a tally counter at every entrance.
- Take a high-resolution picture during the service and count from the photo.