



# Memo

**Date:** April 7, 2025

**To:** Pastors, parish business managers and ParishSOFT administrators

**From:** Maureen Smith, director, Office of Communications

**Re:** Update on Georgia Bulletin/ParishSOFT data merger

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The Georgia Bulletin staff is currently reaching out to parish staff to complete a data merger project as part of its new assessment beginning this year. Please look for an email and phone call from Amy Castranio in the coming weeks.

Here is what to expect:

We will be using ParishSOFT to manage our print subscriber database and need your help to merge our list with yours. Once merged, you won't need to pull lists for The Georgia Bulletin anymore; Amy can get them directly from ParishSOFT.

We can merge our data in two ways:

1. If your pastor agrees to give Amy access to the address, notes and "send magazine" parts of your parish data, she can make the changes for you. She won't see any financial or donor data, just addresses. To give permission, [have your pastor fill out this form](#).
2. If you prefer to make the changes yourself, Amy will send a spreadsheet with two sets of data on it. The first section lists people who get a print copy of The Georgia Bulletin but do not have the 'send magazine' box checked in ParishSOFT. Please check that box for these families. The second section contains address corrections. The corrected addresses are in all caps, and the incorrect ones are in lower case. Amy is happy to make these corrections for you if you can get the needed permission to do so.

You can read the details about the [new assessment here](#).

If you have any questions, please reach out to Amy at [acastranio@georgiabulletin.org](mailto:acastranio@georgiabulletin.org) or by phone at 404-920-7437.

We look forward to working with you as we share the Catholic stories that unite us.