

November 10, 2020

To: Congregation Council

**From: Stephanie G. Maurer
Director of Communications**

Re: Report to Council – Activities Oct. 12 through Nov. 10

- Prepared “Council President Update” that was sent to all members with their quarterly giving statements. Going forward, we will be using the quarterly giving statements to send members similar newsletter-style information.
- Worked with Kelly Falck and our new members to compile their information. Submitted list to Danelle Andrews, who prepared a slideshow/video, and Tom Notestine, who enters the info into our database.
- Wrote weekly bulletin announcements.
- Worked on website updates as needed either on my own or through webmasters.
- Worked on video scripts provided by Pastor Horner for stewardship.
- Continued picture-taking of construction.
- Will be working with Tim Koch re Christmas at Trinity publicity.
- Designed bulletin cover sets for the following:
 “What Day is It” series: 11/8, 11/15, 11/22
 “Slow Down” Advent series, 11/19, 12/6, 12/13, 12/20
 “Tidings of Comfort and Joy” series: 12/24, 12/25, 12/27, /1/3.



has

