

October 12, 2021

To: Congregation Council

From: Stephanie G. Maurer, Director for Communications

Re: Activities September 14 through October 12

Sample of activities:

- Developed COVID-related worship survey at the request of our COVID-19 Task Force. Survey was emailed to approx. 1,200 email addresses on Oct. 6. As of today, we have received nearly 300 responses. I will upload a separate document to Council summarizing the survey results. More detailed results that include open comments will be shared with the Task Force within the next week.
- Finishing up October quarterly newsletter to be sent out with quarterly records of giving.
- Provided homebound birthday list Oct-Nov-Dec at request of members.
- After obtaining second estimate from a sign company, we received approval from our Finance Committee to proceed with replacement signage for Chestnut and Market streets.
- Worked with Bob Frymoyer to develop an update on capital appeal.
- Working with Paul Hensel to solicit members' preferences regarding whether to receive offering envelopes.
- Worked with Moses Kavishe and Danelle Andrews re Faith Connections mailing to members.
- Developed numerous bulletin covers.
- Continued to write weekly bulletin announcements.
- Continue to supply images and verbiage as I work with Debbie Wilson re Thursday e-blast.
- Attended weekly staff meetings.
- Attended Creative Worship meeting.
- Working with staff and members on various other projects.