

February 7, 2022

Report to Council
From Stephanie Maurer, Director of Communications

January 2022 activities

- Continued normal monthly activities such as writing bulletin announcements, developing bulletin covers, attending staff meetings, providing content and graphics for Thursday's eblast, working with Director of Digital Media Danelle Andrews and Webmaster Jessica Shaffer, and collaborating with various staff and volunteers.
- Completed three applications for child abuse clearances: Pa. Dept. of Human Services, Pa. State Police, FBI
- Attended Jan. 11 Council meeting
- Developed quarterly newsletter to be sent to members with their contribution statements
- Worked with Bob Frymoyer on announcing 2022-23 strategic plan and soliciting input
- Worked with Bob Frymoyer on developing announcements about capital appeal debt reduction and telling people that any contributions will now go directly to pay down the loan balance
- Provided photos for new Council president and members
- Designed new parking lot banners for "Live like Jesus" – thank you, Dave Rupnik, for installing them; reordered parking lot "Welcome" banners to replace the old ones. Again, **thank you to Dave Rupnik** for hanging them. Also **thank you to Bill Bishop** for his professionalism in printing the banners.
- Worked with Moses Kavishe on his class survey document as well as his flyer for Valentine's date night
- Developed mailer for Valentine's date night; worked with Konhaus Marketing on design and on choosing demographic for mailing list
- Edited annual report developed by Jessica Sheaffer, who did an outstanding job and spent many hours working on it. **Thank you, Jessica!**
- Attended Jan. 11 Creative Worship meeting re Lent and Easter plans.
- Provided new Council member blurbs and pics for website.
- Developed Facebook posts for members who will be celebrating birthdays of 100 years or more.
- Developed homebound mailing for Jan. 31 about the members who are joining Trinity's new 101+ Birthday Club.