

Report to Council
Jan to Feb. 13, 2024
Jessica Sheaffer, Director of Communications
&
Suzana Erdley, Director of Digital Media

Suzanna and I have completed our first month in our new positions. Here is a snapshot of what we worked on this month:

- Wrote weekly bulletin and oral announcements
- Helped produce e-blast with Debbie Wilson
- Sent out a special Faith Formation e-blast
- Produce weekly slides for worship & Gathering Space
- Created all graphics in Canva
- Weekly updates to the website homepage
- Updated many website pages including council & staff page
- Took pictures for social media
- Posted updates and stories to social media
- Promoted Feb. Concert Series on Facebook
- Wrote Quarterly Newsletter that was sent out to congregation
- Attending weekly staff meetings
- Help with the planning, publication, and decoration of the midweek Lenten Vespers
- Help with the publication of the new ESL program
- Attended volunteer fair
- Appointed Mary Alin Lubold as chair of the P&C committee
- Starting a new P&C committee that will meet quarterly
- And more!