

Vice President of Communication Report
Council of Lutheran Women's Executive Meeting
April 19, 2021

The Vice President of Communication prepared the VP of Communication Report for the April 12 EC meeting, sent updates for the luncheon to MI-Minute and In Touch.

Correspondence Coordinator – Martha Kurtz

- Sent out the Call Letter for the January 18, 2021 BOD meeting.
- Sent out the Winter E-Newsletter, the 2021 Luncheon letter and bulletin insert.
- Sent out the Call Letter for the April 12, 2021 EC meeting.
- Sent out the Call Letter and flyer for the April 19, 2021 General meeting. Sent out Spring E-Newsletter. Those without emails were sent paper copies of all documents.

Development Coordinator – Linda Conger

- Created 2021 Donor List for the Program Booklet insert.
- Created the 2021 Sponsorship Letter.
- Linda Conger is retiring from the position of Development Coordinator and has provided the Executive Committee with new ideas to explore for future fundraising.

Membership Coordinator – Marlene Gunnell

- Updated and sent out the membership list. Created the membership report for the January 18, 2021 BOD meeting.

Publicity Coordinator – Laura Thomas and Assistant Nora Baars

- Created the Winter E-Newsletter.
- Created the Spring E-Newsletter.
- Coordinated the speakers for the April 19, 2021 meeting.
- Coordinated with Seminary M.Div students to make and send thank you videos for Annual Luncheon.
- Coordinated with Seminaries to create slides with photos of all scholarship recipients.
- Coordinated with Lutheran High School Westland choir director to create video of virtual student choir singing closing hymn for Annual Luncheon.
- Wrote Emcee script and emceed Virtual Annual Luncheon.
- Assisted with the assembly of booklet and certificate packets for the Annual Luncheon and delivered west side packets to Barbara Hoffmeier.
- Attended several Zoom meetings to help plan Annual Luncheon.
- Nora did the video recording for Operation Layette, the two food banks, CEF salute, Deaconess Nora G. and Pastor Stechholz and his wife. She also made sure that Pastor Dan was recorded for the opening prayer and Terri Siladke as a WOY for the virtual event. I helped put together the booklets and packets for the congregations that had WOY honorees. I attended the Zoom meetings preparing for the virtual event.

Scholarship Coordinator – Lucie Witte

- Updated the display board usually prepared for the Annual Luncheon with all "Thank You" notes received from Scholarship recipients for viewing at the Spring General Meeting.
- Posted all "Thank You" messages on Facebook and forwarded them to Judy for inclusion on the Council's webpage.
- Vicarage/Deaconess Internship Placement Service at the Ft. Wayne Seminary will take place on Monday, April 26 at 7 pm (EDT) and can be viewed online at: callday.ctsfw.edu, Seminarian Nick Gapski from St. Peter, Eastpointe will be eligible for Vicarage placement.
- Vicarage/Deaconess Internship Placement Service at the St. Louis Seminary will take place on Wednesday, April 28 at 3 pm (CDT) and can be viewed online at: csl.edu/live or csl.edu/callday. Second year students Brandon Bettcher (St. Peter, Macomb) and Jacob Childers (Christ the King, Southgate) will be eligible for Vicarage placement.
- Candidate Call Service at the St. Louis Seminary will take place on Wednesday, April 28 at 7 pm (CDT) and can be viewed online at csl.edu/live or csl.edu/callday. Fourth year students Matthew Lorenz (St. Peter, Macomb), Jacob Smith (St. John, Fraser), Hayden Lukas (Trinity, Utica) and Andrew Simpson (Faith, Troy) should be eligible for Call Placements.

- The four Scholarship recipients who will be receiving Call Placement on April 28 were sent an Easter card congratulating them on the conclusion of their studies in May and their approaching Call placement. They were asked to forward to the Council pictures of their Ordination/Installation Service(s) in the coming months to be shared on the Council's Facebook and webpage.

Nominations Coordinator – Barbara Hoffmeier

- Glory Drum, Sandy Hardies, Barbara Hoffmeier, and Marlene Gunnell are the members of the Nominations Committee.

Website Coordinator – Judy Shepard

- On the Home Page – removed info about the 2020 luncheon, added info about the Spring meeting, 2021 Luncheon and Fall Meeting. Added links to the honorarium letter, EventBrite registration, program insert, PowerPoint presentation and virtual luncheon without Jan Struck.
- On the Support Us Page – added 2021 version of the sponsorship letter and form.
- On the Events Page – added location for the EC and BOD meetings and the Spring and Fall General meetings and the 2022 luncheon.
- On the Communications Page – added agenda and report from the 9/28/2020 meeting. Added info about the 2021 virtual luncheon. Added notes from seminarians Nora Gorman, Dan Breitung, Brandon Bettcher, Dylan Smith, and Tyler Childers. Removed info about the 2020 luncheon that wasn't.
- On the Photo Gallery Page – added pictures from the 2020 Fall meeting.
- On the Contact Us Page – changed treasurer to Glory Drum and VP Human Care to Willie Marie Henry. Added EventBrite Coordinator: Candie Sionkowski, changed Reservation Coordinator – Candie Sionkowski, Food Bank Coordinator – Ivy Thompson, Mission Support Coordinator – Barbara Hoffmeier, Correspondence Coordinator – Marth Kurtz and Nominations Coordinator Barbara Hoffmeier. Change WOY to Luncheon.
- No changes to the Opportunities for Participation.

Respectfully Submitted,
 Judy Shepard, VP of Communication
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