

**Vice President of Communication Report  
Council of Lutheran Women's Fall Meeting  
Faith Lutheran Church  
37635 Dequindre Road, Troy, Michigan  
September 27, 2021**

The committee serving CLW is:

Vice President of Communication: Judy Shepard, Emmanuel, Dearborn	(313) 336-4223
Correspondence Coordinator: Wilma Wagner, St. Peter Eastpointe	(586) 771-3269
Development Coordinator: TBD	
Membership Coordinator: Marlene Gunnell, Hope, Warren	(586) 778-4852
Publicity Coordinator: Laura Thomas, Christ Our Savior, Livonia	(248) 421-5092
Nora Baars, Hope, Warren	(586) 731-7839
Scholarship Coordinator: Lucie Witte, Mt. Calvary, Detroit	(586) 775-4636
Nominations Coordinator: Laura Thomas, Christ Our Savior, Livonia	(248) 421-5092
Website Coordinator: Judy Shepard, Emmanuel, Dearborn	(313) 336-4223

The Vice President of Communication prepared the VP of Communication Report for the August 2 EC meeting and the August 16 BOD meeting and recommended changes to the By-Laws. Learned how to use Constant Contact to communicate with our members. Sent out 2 reminders to the membership list of the Mission Focus Event.

**Correspondence Coordinator – Wilma Wagner**

- Had Constant Contact training with Kendra Corman from H2H Consulting.
- Sent out the Call Letter for the August 2, 2021 EC meeting.
- Sent out the Call Letter for the August 16, 2021 BOD meeting.
- Sent out the Call Letter, Flyer, E-Newsletter, and Proposed Bylaws for the September 27 Mission Focus/Fall Meeting.
- Checked on the status of emails sent and followed up on bounced mail/updates to lists.
- Sent out email per Candie Sionkowski requesting hostesses for meeting.

**Development Coordinator – Vacant**

**Membership Coordinator – Marlene Gunnell**

- Updated and sent out the membership list.
- Added one organization, Elli's House.

**Publicity Coordinator – Laura Thomas and Assistant Nora Baars**

- Took pictures of the Spring meeting and sent them out to be posted on FaceBook and the website.
- Wrote an article about the Mission Focus event and Fall Meeting and coordinated with Debby Fall at the Michigan District to publish in the Michigan In Touch and Michigan District e-News.
- Wrote and designed the Fall E-Newsletter and Meeting Flier for the Fall Meeting/Mission Focus Event.
- Wrote and designed CLW ad for Mission Focus booklet.
- Assisted with writing and design of CLW display for Mission Focus.

**Scholarship Coordinator – Lucie Witte**

- Sent out emails the last week of July to member congregations requesting information on any seminary and deaconess students that are members of their congregation, one to the church and a second to either the President or Representative. Responses requested by August 25. Printed copies were mailed out where no email was available or when a failure to deliver notice was received for the email sent. A list of 12 seminarians and one deaconess student was forwarded for inclusion on the meeting agenda.
- The letter to CUAA/President's Office was sent out July 28 to request the selection of two female students to receive memorial scholarships, along with an invitation to attend the September meeting. Response requested by August 27. The selection of two students was also forwarded for inclusion on the meeting agenda.
- The display board of Thank You's from scholarship recipients was included in the Mission Focus exhibits.
- Received note and/or pictures from graduates Brandon Bettcher, Jacob Smith, Andrew Simpson, and Matthew Lorenz, were posted on Facebook and added to the Scholarship display.

### **Nominations Coordinator - Laura Thomas**

- Members of the committee are: Ivy Thompson, Nora Baars, and Pat Schultz
- Offices to be elected at the Spring Meeting in April, 2022 are: President, Treasurer and VP of Human Care

### **Website Coordinator – Judy Shepard**

- Home Page – Removed info on LWML Rally and Convention, added information about the 2021 Fall meeting and the link to EventBrite. Added E-Newsletter and proposed Bylaw changes.
- Events Page – Added LWML Greater Zone Rally.
- Communications Page – Added note from Dylan Smith and removed info about the 2020 luncheon, added info on the Spring meeting with agenda and reports, added note from Andrew Simpson and Brandon Bettcher and removed link for the Spring meeting.
- Photo Gallery – Added pictures from the 2021 Spring Meeting and pictures from graduates Jacob Smith, Andrew Simpson, Brandon Bettcher and Matthew Lorenz.
- Contact Us – Changed Charlestine to Karen Linzing, Sandy Hardies to Candie Sionkowski, Martha Kurtz to Wilma Wagner and vacant for Development Coordinator. Added Constant Contact form.
- Organizations and Projects Supported – Added the Theme Prayer Guide and changed Luke 52 Project to The Luke Clinic and Brad Garrison to Penny Armbruster. Added Elli's House.
- Added Laura Thomas as Nominations Coordinator.

Respectfully Submitted,  
Judy Shepard, VP of Communication  
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