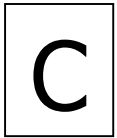


Vice President of Communication Report
Council of Lutheran Women's Board of Directors Meeting
Monday, April 17, 2023
Historic Trinity Lutheran Church
1345 Gratiot Ave., Detroit, MI 48207



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, St. Paul, Hamburg	(248) 421-5092
Nora Baars, Hope, Warren	(586) 731-7839
Scholarship Coordinator: Lucie Witte, Mt. Calvary, Detroit	(586) 775-4636
Nominations Coordinator: Laura Thomas, St. Paul, Hamburg	(248) 421-5092
Website Coordinator: Judy Shepard, Emmanuel, Dearborn	(313) 336-4223

The Vice President of Communication presented an update at the Fall meeting and attended the EC meeting on November 7, 2022 and the BOD meeting on January 16, 2023, updated the BOD excel spreadsheet, and updated the donations form to include the food banks and Operation Layette. Created bio with photo for the 2023 nomination slate. Completed a review of the CLW financial records from May 1, 2021 through March 31, 2023 with Laurine Griffin.

Correspondence Coordinator – Wilma Wagner

- On-Going – maintaining/updating the Constant Contact lists.
- Sent out January 16, 2023 Call Letter.
- Sent out Woman of the Year email in December and reminder in January.
- Sent out 2023 CLW Luncheon Letter.
- Sent out 2023 Winter E-Newsletter and Flyer.
- Sent out Nominations Letter.
- Sent out April 3, 2023 EC Call Letter.
- Sent out Call Letter for Spring General Meeting with Spring E-Newsletter and Meeting Flyer.
- Sent out list of candidates and bios for elections at the Spring Meeting.

Development Coordinator – Judy Shepard (Temporary)

- Created the Advertisers Letter and sent it out to advertiser list and BOD list via Constant Contact.
- Created Sponsorship Letter and sent it out to the CLW Member and BOD lists via Constant Contact.
- Sent out a reminder about the Sponsor, Honorarium, and Memorial deadline and sent it out to the CLW Member and BOD lists via Constant Contact.
- Sent out a reminder to the Advertisers about the due date.
- Created spreadsheet to keep track of checks received.
- Received advertisements, honorariums, sponsorships, and memorials, recorded them and sent a thank you note.

Membership Coordinator – Marlene Gunnell

- Report to Communication VP for November 7th EC meeting.
- On-Going - maintained/updated the membership list.
- New member – Charity Lutheran Church – 17220 Kelly Rd – Detroit, MI 48221 – Pastor Gladden.
- CHANGE in St Luke, Ann Arbor, University Lutheran Chapel and Living Water Church will become “LWML Daughters on Mission” with Jane Ross remains as CLW representative.

Publicity Coordinator – Laura Thomas and Assistant Nora Baars

- Nora took pictures of the Fall meeting and posted them on Facebook.
- Nora took pictures of the 2023 Luncheon and posted them on Facebook.
- Laura Created the Winter E-Newsletter.
- Laura contacted former president Janice Bronsted and historian Pat Schultz to get information about named scholarships and history of designation of seminarian scholarship support via the annual luncheon to include in Michigan in Touch article.
- Laura collaborated with seminaries to create seminarian scholarship slides, researched CUAA students to create CUAA scholarship recipient slides. Laura created the PowerPoint for the 2023 CLW Annual Luncheon.
- Laura produced the 2022 Activities and Events Brochure for the Annual Luncheon.
- Laura submitted 2023 CLW Annual Luncheon article to the Michigan Minute e-News (Michigan District).
- Laura created the Spring E-Newsletter and meeting Flyer.

Scholarship Coordinator – Lucie Witte

- Received a picture of the Installation of a former scholarship recipient, Geoff Boyle, as Assistant Professor at CTS-FW in September and posted onto Facebook.
- Prepared the mailing to 19 scholarship recipients for the 2022-2023 school year.
- Received responses from Brandon Boos, Josh Britton, Noah Dunsmore, William Ebel, James Gramzow, Luke Konkell, Alex Ogden, Chris Sturges, and Jason von der Lage and posted each onto Facebook.
- Due to a very generous Thrivent Choice Dollars gift designated in September but not received until October, the Executive Committee decided in November to send an extra \$50 to each scholarship recipient. Those gifts were mailed out in December in a Christmas Card to each recipient.
- Responses to this additional gift at Christmas were received from Brandon Bettcher, Josh Britton, William Ebel, Luke Konkell and CUAA student Leah Quinlan and were posted onto Facebook.
- A display board of thank you notes and letters received from the scholarship recipients was prepared for the Council of Lutheran Women Luncheon on March 21, 2023. The Scholarship donation container received a total of \$241 in donations the day of the Luncheon.
- Call Day at Concordia Seminary in St. Louis will take place on April 26, 2023. The Vicarage Assignments will take place at 3 pm (CDT). Second year seminarian Sean Sheppard from Trinity in Utica will be eligible for an assignment. The Call Service for graduating seminarians will take place at 7 pm (CDT). Seminarians Brandon Bettcher from St. Peter in Macomb and Jacob Childers from Christ the King in Southgate are eligible for placement. These services can be viewed live over the seminary's website: <http://www.csl.edu/call-day-services> and a listing of all assignments is also available after the conclusion of each service.
- Call Day at Concordia Theological Seminary in Ft. Wayne will take place over two days. The Vicarage and Deaconess assignments will take place on April 24 at 7 pm. Second year seminarian Alex Ogden from Historic Trinity in Detroit will be eligible for an assignment. The Call Service for graduating seminarians will take place on April 25 at 7 pm. Nick Gapski from St. Peter in Eastpointe will be eligible for placement. Both services can be viewed live over the seminary's website: <http://www.ctsfw.edu/call-day-services> and a listing of assignments is also available after the conclusion of each service.
- An Easter card was sent to the three seminarians who may be receiving ministry placements at their Call Services later in April with a request for pictures of either Graduation, Ordination, and/or Installation events that can be shared on the Council Facebook page and webpage.

Nominations Coordinator - Laura Thomas

- Laura is reaching out to nomination committee members to reconvene for 2023 nominations.
- The Nominating Committee met 4 times by Zoom communication: 2/17/23, 3/11/23, 3/26/23, 4/1/23. Committee members Nora Baars, Pat Schultz, Ivy Thompson and Laura Thomas are fulfilling the second year of their 2-year commitment.
- Committee members called current board members to assess interest in open positions: VP of Events, VP of Communication, and Recording Secretary.
- Committee approved nominations letter to be sent on 2/24/23 to all member reps including both congregations and intercongregational organizations. Laura emailed letter to Wilma Wagner to be sent by Constant Contact with responses to Laura. Ten responses received.
- Committee members divided congregation membership list and made personal calls to all reps with a phone number. Better response to calls and voicemails this year.
- Nora gathered updates discovered during phone calls to share with Marlene Gunnel for master membership list.
- Committee members added Development Coordinator to list of positions needed (unelected).
- Committee members identified slate, sent nomination letters, received confirmation from four candidates and withdrawal from fifth candidate.
- Slate was given to EC to approve at 4/3/23 meeting.
- Committee gathered photo and bio from each candidate. These were sent to Wilma Wagner and sent out by Constant Contact on 4/10/23 to all member reps.
- Committee will complete and submit operating procedures by 7/1/23.

Website Coordinator – Judy Shepard

- Home Page – Moved Fall meeting info to Communications. Added link to submit the women of the year nomination. Added link to submit the WOY nomination. Added Sponsorship and Advertiser letter, Winter E-Newsletter, In-Gathering list, changed Ellie's to Elli's.
- About Us – Added 2023 Dues Statement.
- Organizations and Projects Supported – Added Patti Jacques info about the Deadly Petition – REPRODUCTIVE FREEDOM FOR ALL and changed Patti Jacques to Glory Drum under Issues and Actions. Modified "Celebrate Life" section and added info about 2022 layette assembly per Pam.
- Events Pages – Added LWML Dearborn/Downriver Rally, Macomb South Zone Dinner, LWML Dearborn/Downriver Zone Rally, Gifts for all God's Children Ribbon Cutting, English District Zone Rally, Greater Detroit Zone Rally, LWML Dearborn/Downriver Women's Retreat Deadline and Event, Urban Ministries Tour, Fall Frolic and Camp Restore Annual Fundraiser. Removed above after the date of event.
- Communications Page – Moved Fall meeting info to the Communications Page. Added letters from Alexander Ogden, William Ebel, Jason von der Lage, Chris Sturges. Brandon Boos, Josh Britton, Noah Dunsmore, James Gramzow, Luke Konkell, and Leah Quinlan, Brandon Bettcher, and corrected Chris Sturges (3rd year not 2nd).
- Photo Gallery Page – Uploaded pictures from the 2023 luncheon.
- Opportunities for Participation – None.
- Support Us – None.
- Contact Us – None.

Respectfully Submitted,
Judy Shepard, VP of Communication