

Fellowship Assistant communication report for annual meeting (April 22, 2019)

Submitted by: Adam Haecker, CUUF Fellowship Assistant

The following bullet points are highlights of some of my main responsibilities since I started my position as Fellowship Assistant in early February:

- * Sending eBlasts to our full list of contacts in congregationbuilder regarding special guest speakers and David's service each month
- * Sending eBlasts to our full list of contacts in congregationbuilder regarding UU Women's and UU Men's gatherings each month
- * Sending information about our services, including speakers, dates and locations to Copy That to produce posters for distribution throughout Ashland, Bayfield and Washburn each month
- * Sending information about our services each month to the Ashland Daily Press and Northland College to be published in Area Events section of the Ashland Daily Press and communication material for Northland College
- * Working toward more frequently using our office space at the Vaughn Library by researching a new phone line, as well as moving hard copy files to the office
- * Working with the Ministerial Search Committee to advertise the open minister position by placing advertisements in UU World online, the Ashland Daily Press, the CUUF website, and the CUUF Facebook page.
- * Sending packets of information about our congregation to prospective candidates for the open minister position
- * Working one-on-one with Kim Suske, the CUUF newsletter editor, on items to include in the monthly newsletter titled "The Open Door"
- * Answering ongoing questions and requests via email or phone regarding our congregation and services

Thank you!