

**February 4, 2023**  
**Regional Board Report**  
**Communications Associate**  
**Stacy Shelton**

Since November 5, I have engaged in the following for the communications role:

- Compiled materials and created the Christmas Offering Video.
- Assisted Doug in offering make up boundary training video (included several email reminders, editing video of previous event, communicating with registrants and running zoom)
- Updated the Ministerial Standing Renewal Form and sent it to the region's clergy (114) for response by February 20, 2023 (31 responses so far).
- Updated pastoral records in CDM and with DHM as well as Alex.
- Sent reminders to congregations to fill out their yearbook reports and offered help to assist as needed. (4 responses so far)
- Updated templates for Facebook, the Common Current and the website.
- Processed registrations for January online women's retreat and worked tech for the event.
- Created Camp Registration Form for Oregon summer camp.

Camp Role:

- Communicated with region and camp directors about job responsibilities.