

How do I share my news? How do I find out what's going on?

There are several ways UUCSC members and friends can keep in touch with each other.

Our **website** (<http://uusouthcountyri.org/wp/>) is our primary on-line information source. You can send a news item or a photograph to Karen Ellsworth (kellsworth6@verizon.net) or Will Bender (wxb@cox.net) for posting.

Our monthly **newsletter** is called *The South County Unitarian Universalist*. It is posted on the website, sent out by e-mail as a PDF document, and mailed to about two dozen members. It has regular monthly columns and stories about congregation activities and events. UUCSC member Karen Ellsworth (kellsworth6@verizon.net) is the editor. You should send news items to her by the 20th day of the month for the next month's issue.

Our interactive **calendar** of events is on the website. To add an event to the calendar, send it to our office administrator, Karen St. Peter (uucscri@yahoo.com).

The **Order of Service** that is distributed at each Sunday service includes an **insert** with brief announcements. Our office administrator, Karen St. Peter (uucscri@yahoo.com), prepares and copies the Order of Service and the insert. Send your information to her by Wednesday.

If you have information to share that didn't make it into the Order of Service insert, you can ask that it be announced during the service. It must be about a church-related event happening during the coming week. Give the **announcement** (in writing) to the worship leader no later than 9:45 a.m. Announcements submitted just before the service will not be read.

Our **Facebook** page (<https://www.facebook.com/UUCSC>) has announcements, photographs, and brief stories. Items are posted throughout the week. Betsy Dalton (elizabethmdalton@gmail.com) is the Facebook manager.

Each Friday, we e-mail our weekly **E-News** to members and friends. The E-News is for last-minute reminders and brief announcements of events coming up during the next week to ten days. It does not include long stories, but it can include links to long stories on the website or elsewhere. It does not include items that repeat week after week. It's short because you're supposed to read it as soon as you receive it— the news gets stale after a week. Send items for the E-News to Karen Ellsworth (kellsworth6@verizon.net). Try to send them by Wednesday. Last-minute items might not make it into the E-News.

| MEDIUM | PRODUCER | E-MAIL ADDRESS | DEADLINE |
|--------------|--------------------------------------|--|-----------|
| Newsletter | Karen Ellsworth | kellsworth6@verizon.net | 20th |
| Website | Karen Ellsworth, Will Bender | kellsworth6@verizon.net wxb@cox.net | none |
| Calendar | Office Administrator Karen St. Peter | uucscri@yahoo.com | none |
| OOS & insert | Office Administrator Karen St. Peter | uucscri@yahoo.com | Wed. |
| Announcement | Sunday worship leader | | 9:45 a.m. |
| Facebook | Betsy Dalton | elizabethmdalton@gmail.com | none |
| E-News | Karen Ellsworth | kellsworth6@verizon.net | a.s.a.p. |