

Secretary Report Fall 2018

Everything is operating smoothly. Everyone continues to submit their bills for payment in a timely manner. Deposits, other than those done by specific individuals, ie: Storefront Manager and Membership Secretary, have now been coming directly to me as required by the amended by-laws.

Due to the teleconference meetings, there have been no electronic motions submitted.

As approved during our Spring board meeting in New Orleans, I have sent 9 boxes of the bound and unbound bulletins that have been in my possession to the AIS Library for preservation.

In addition, and per the Board's request, I will be giving David Cupps a thumb drive, at this falls board meeting, containing the Operations Manual, as it exists today, for posting to the Web.

Respectfully submitted,

Michelle Snyder
AIS Secretary