

## INFORMATION ONLY

### NO ACTIONS RECOMMENDED Secretary Report Spring 2021

This report is different from any prior report submitted by me.

Effective at the end of the Fall 2021 AIS board meeting I will be resigning as Secretary of the American Iris Society. I will have served as Secretary for fifteen (15) years, and it has been one of the most rewarding, challenging and, at times, frustrating positions I have ever held.

To that end there are a few things that should be considered for this position.

1. Access to an actual Wells Fargo Bank to make deposits.
2. A printer/scanner/fax machine

Additionally, I have spent the last several months compiling a detailed book on many functions of the position of Secretary of the AIS. I have also copied to a thumb drive copies of several forms used, such as the various vouchers needed for payments, deposit forms, ballot templates, etc. to give the new secretary a starting point rather than having to build everything from scratch.

Once again, it has truly been my honor to serve alongside so many wonderful and capable people during my time as your secretary.

Respectfully submitted,

Michelle Snyder  
AIS Secretary