

RECORDING SECRETARY REPORT

March 2008

At the last meeting in November, the recording machine had several major problems with stopping unexpectedly. The batteries were not making a good connection. Since then I have purchased an electric adapter. I have tested the machine several times with the new adapter and it is now working fine again.

I additionally purchased another longer microphone cord, as at some of the meetings one of the cords was too short to be able to reach the end of the table, thus making it harder to hear comments from the audience.

Both sets of the minutes were done very quickly, so that the Digest Minutes would be ready for the earlier deadline for the AIS Bulletin.

This is a short report, but that's all I have.

Respectfully submitted

Susan Boyce
Recording Secretary