

**IMMEDIATE PAST PRESIDENT'S REPORT**  
**Fall 2009 Board Meeting:** October 28, 2009

The three areas assigned to me are:

**Honorary Awards**

**AIS Operations Manual** -- continuing Roy's work

**AIS Policy** – assembling AIS policy records into a navigable resource tool.

**Honorary Awards** **action to date:**

- 1) – The report of recommendations from the Honorary Awards Committee will be given in Executive Session.
  
- 2) – The consensus opinion of the HA Panel is that generosity should prevail in presenting Honorary Awards.

**AIS Operations Manual and AIS Policy action to date:**

Good news for me and for the completion of my projects: I finally have the software capability (and a pretty good handle on the skills) that will allow me to scan **and** correct printed material.

I have more than half of the Operations Handbook scanned and corrected for scanning typos. Once done, each of you will receive electronic copies of the material I have in my files. When you receive a copy of your job description, please assign it a separate folder, look it over for any and all modifications needed and send me a copy of your edits. In the meantime, I will be scanning in and editing policy coming from B of D action predating the start of crafting motions electronically at AIS Board of Directors' Meetings. (2005) I will electronically send you any Policy statements I find that involve your Board position in any way. I ask that you store any policy material pertaining to your job in that new folder with the job description.

The bad news that could easily impact my projects is that I have just become the RVP for Region 14. I am resolved, however, my AIS B of D projects WILL get done.....

Jeanne Clay Plank, Immediate Past President