



ADMINISTRATIVE COORDINATOR REPORT 9-22-22

I completed the Flash for each week of rehearsal and sent it out to all members. It included chorus business discussions, reminders of our event dates, and riser duty members.

I completed the minutes for the Management Team meeting—Aug 14, 2022. The minutes were sent to the Management Team members for approval and/or corrections.

I also sent out minutes on a Special Management Team meeting held on Aug 22 that approved an additional in-person rehearsal with Sally.

On Monday Aug 15th the Management Team told all members a draft revision of our Policy X Scholarship Fund would be sent out for their review. Monday, Aug 29th at rehearsal, the floor was open for discussion of the draft revision. No one responded. All members up to date with their dues were eligible to vote. Voting was done with bowed heads, closed eyes, and a raising of hands. The Revised Policy X Scholarship Fund passed. It will now be incorporated into the RLC policies.

Respectfully submitted,

Marlene Jetton