

Recording Secretary Report

October 2018

1. Ethics and Standards forms were all completed on time and the completion was submitted to the Western Area Recording Secretary with copies distributed to our Ethics chair and Vice President. I have the hard copies on file in a binder.
2. All officers, facet chairs, co-chairs, and committee chairs were input into the MMS by the September 30th deadline.
3. Deadline for 1 in 5 chapter tracker has been extended from October 30th to December 1st.

Alicia Stephens,

Recording Secretary