To: The Area Committee From: The Structure Committee

Date: 03-13-2016 Thomas S., Doris A., Kenny R.,

Reference: March Quarterly Report David H., Ira M. & Evelyn D.

I trust these few words will find you happy, joyous and free to enjoy these cold snowy winter days. We continue to work with PI, Literature, and Treatment/ Special Needs to bring you a Spring Workshop. It will be held on March 19 in Limerick, PA. Information is on our Web site and flyers have been printed and distributed.

Our review of the Service Manuals continues and we hope to have a bulleted point list of our finding thus far at the June Area Meetings.

Our brain storming about how to put District 68 on the Area map reaped a recommendation which was approved at the Area meeting in December. Since then some members on the committee have had second thoughts ,due to insufficient information, regarding the placing of District 68 on the map, thus the motion to rescind has been placed on the agenda for discussion during our business.

Other Changes we have been delegated to consider and would like to bring to your attention are: 1. Using our letter head logo (see top of this report) to replace the present wording on the cover of our Structure Manual. (See front of the manual) 2. Updating p.16 "Area Resources/Assets" to include Assistant Archivist, Web Servant and ASL and Spanish Interpreters. 3. Updating p.13 "The Formation of Districts in Area 59" to include the formation of our Linguistic District 68 in 2008. 4. We have also been delegated to review the Historical section of the manual p6-12. We plan to reach out to The Archives Subcommittee to address this recommendation. 5. As per Delegate's Recommendation #7 please find an updated District meeting list. Please review and let us know of any errors.

In January we facilitate the DCM Sharing Session. In February we presented at the Area/ Sepia Share A Day. Creative input has been shared at the Area Day planning meeting and Districts continue to be visited upon request. We held our first Teleconference and hope to meet more often and therefore improve communication via this communication mode. A structural document template is under construction and will be premiered at the workshop on the 19th. You won't want to miss it!

The Structure Subcommittee is grateful for the opportunity to service Area 59. Thank you all DCM'S Sub-Committees and Officers for your advice and support.