

## Structure Subcommittee Panel 69 Quarterly Report

2<sup>nd</sup> Quarter 2019

### Committee Members:

Bill D., District 40, Secretary	Kellie A. District 46
Sarah H. District 29	Norman F. District 60
Tom McF. District 30	Alicia S. District 36, Chair

### Summary of Activities:

- First meeting held 01/13/2019 with all members present. Reviewed charter and introduced ourselves, sharing a bit of our service experience.
- Divided Area into “territories” for attending workshops, events, etc. on behalf of Structure committee. Norm, Sarah and Tom will cover events in Southeast; Bill will cover Northeast; Kellie, Northwest; Alicia, Southwest.
- Discussed the need for additional display boards and literature racks, as we only have two boards and one rack. Will request these additions upon receipt of approved budget.
- Reviewed Delegate’s list of 23 recommendations to our committee. Members agreed to contact DCM’s within their assigned coverage areas to be sure their District Business Meeting list is up to date with time, address, etc.
- Assigned pages of current structure manual to each member for review.
- Held discussion on possibility of having Spanish Version of Structure Manual reviewed for consistency and accuracy. Will pursue this after review of English version is completed.
- Agreed to hold one conference call between quarterly meetings; first one scheduled for 02/25/2019 with committee advisor participation.
- Committee agreed to focus on delegate’s recommendation #20 prior to scheduled conference call. Each member will reach out to past delegates and area archivist with questions about the history of and their experience with the Convention Committee. Keeping in mind the recommendation is to consider changing the Convention Committee charter to remove the “operates independently” language to give the current delegate a voice and a vote on the Convention Committee.
- Agreed to discuss delegate’s recommendations 21-23 prior to next quarterly meeting.
- Provided display at SEPIA Share A Day on Sunday, 02/10/2019.
- Next face to face committee meeting will be held on 3/10/2019 prior to the Quarterly Meeting in Philadelphia. Conference call was held on Friday, March 8<sup>th</sup> with 3 members participating.

Submitted in service,

Alicia S. DCM D36