

Mid-Atlantic District



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TO: Mid-Atlantic House of Delegates

CC : Board of Directors, District Operations Team, Past District Presidents

SUBJECT: Secretary's Report to 2021 Fall HOD Meeting

Mid-Atlantic District Associates,

There is little to report within the District that has not been covered in the President, EVP and Financial Reports. It has been a very quiet year with all in-person events cancelled or held virtually.

I have been tasked with attempting to stay on top of chapter leadership within the Mid-Atlantic District website and within the Member Center section of the Society website. Simply asking our chapter leaders to update their officers in Member Center has turned out to be a fruitless request as attempts to update data have sometimes done more harm than good. It has taken months to get a reasonable understanding of what we have to work with.

I have compiled instructions for how to fix corrupted member affiliations, extend current officer into the next calendar year and how to add new officers using member center. I have also compiled a list of current officer emails so they can be contacted by District Board, Team and Committee Members. I am told that a rewrite is underway but I do not know if it will resolve the issues with corrupted chapter affiliations or if it will be in time for data entry of officers prior to the end of the year.

Chapters will be asked to update their officer slate prior to the end of the calendar year. Chapters who do not comply will have a senior officer (Pres/Sec/Treas) extended into the new year. That officer will then be tasked with making the updates for the chapter.

I am now in the process of reviewing documents on the Mid-Atlantic District website to ensure that they are up to date. The "Who Do You Call" document is nearly ready for posting. Several other documents are being reviewed. Instructions for annual incorporation filings will provide for specific instructions and forms for each state. Recent searches of incorporation documents have shown that some chapters are very many years out of date.

I will be working with the Division Vice Presidents to ensure that our chapter's annual requirements are met. This may include training for new officers that are not aware of chapter requirements.

I have had the misfortune of taking over as interim secretary shortly before 2 of our chapters have voted to dissolve. I am finding that the requirements for dissolution vary from state to state. I am still learning how to assist chapters that decide to hand in their charter and hope to have the process documented for myself and future District Leaders.

I am looking forward to getting back to normal and seeing and hearing all of you at in person events throughout 2022

In Harmony,

David Kelly
Interim Secretary
Mid-Atlantic District