



THE AMERICAN SCIENTIFIC GLASSBLOWERS SOCIETY

P.O. Box 778 Madison, NC 27025 (336) 427-2406 Fax (336) 427-2496

Executive Secretary Report

July 5, 2010

President and Members of the Board of Directors,

National Office

The National Office has been fulfilling the society's needs and they have not experienced any difficulties in fulfilling those needs.

I continue to monitor all incoming and outgoing email to the National Office. Reviewing these emails, the National Office represents our society in a professional manner. The office continues to handle all requests promptly and courteously.

At the November Board of Directors meeting, I was directed to delay signing the National Office contract for the period August 1, 2010 to July 31, 2011. On May 7th I sent the Executive Committee an email as a reminder that the June first deadline for renewing the National Office contract was approaching. Shortly after emailing the Executive Committee, I was notified by Amy Collins of Bookkeeping Plus that she no longer wanted to continue to manage the ASGS National Office.

Constant Contact Update

The email newsletter through Constant Contact was implemented and has been well received. Working with the National Office, guidelines were setup for the newsletter. Every effort was made not to compete with Fusion, but to compliment it. The goal was to communicate information to the members in a timely manner and promote the society. To date, Constant Contact is sent to over 900 email addresses. I encourage all directors and section officers to send appropriate information to the National Office for publication in Fusion and the ASGS email newsletter.

Marketing Website Update

The new ASGS marketing website was completed the first of May. The website contains various information that markets the ASGS at several levels. Prospective members are now able to join online and current members are able to renew online. One of the goals was to have symposium registration online. Due to the complexity of the symposium form and avoid exceeding the contracted number of website pages, the symposium registration was not included. In the future I would recommend that the registration form be simplified. The National Office was instrumental in making sure the data was correct and up to date.

As of the date of this writing, the website is waiting to be integrated with the existing website. I have contacted our webmaster Mike Palme to make the transition. I want to thank everyone for their assistance in completing the new marketing website.

Moving On

I would like to thank the ASGS for allowing me to serve as your Executive Secretary for the past two years. It has been a pleasure for me to serve our society. Many things have changed in my personal life and it is time for me to undertake those interests.

Respectfully submitted,
Edwin A. Powell
Executive Secretary