

To: Jim Cornell
Subject: Executive Secretary Report
From: Jerry A. Cloninger

The National Office is running very well and with very few problems. My input into the daily operations of the office is very minimal. Lynn and Bob are doing an excellent job and we are definitely getting the most for our money.

The biggest issue that has come up is the problem with the Websketching server. As of October 24th, we think they have resolved many of the problems that occurred when their server crashed. Hopefully people will no longer be getting “bounced” emails from my address during the forwarding process.

We are always looking for ways to ensure the office runs better. I will entertain any and all valid suggestions for improvement

Respectfully Submitted

Jerry A. Cloninger