

National Office Report to the ASGS Board of Directors

After my family and I enjoyed a wonderful week in Saratoga Springs at the 49th Annual Symposium, Stephanie and I were busy tying up loose ends for the August 2004 issue of *Fusion*, updating records, reviewing office and symposium registration procedures and “breaking in” our new Treasurer, Frank Meints. Aside from our normal routine of answering the phone, e-mails, invoicing for August *Fusion* advertising, preparing the November 2004 *Fusion* worksheet, and providing monthly financial reports to the Treasurer, the Assistant Treasurer & the Executive Secretary; the months of August and September were fairly quiet. We used this time to re-organize the storage areas, work with the Midwest Section on the 50th Annual Symposium and prepare for annual dues statements in November. At the request of several members, we ordered a smaller membership star for 2005. Otherwise, we don't anticipate any major format changes to the 2005 dues statement.

Financially, the Society continues to improve its cash position. Combined checking and investment balances increased by \$27,543.00 between 09/30/03 and 09/30/04. As of 10/15/04, we have received \$12,289.62 in restitution payments since the initial payment on 06/23/03. As of 06/30/04, the Pitney Bowes Postage Machine/Meter lease expired and was not renewed or replaced. The Society will save over \$2,800.00 per year in postage costs. The investment CDs will mature in December 2004. If interest rates rise, we can hope to increase our rate of return on these accounts.

Sadly, I must admit that our expertise does not extend to web design. We were hoping to significantly assist the Computer Committee this year with website updates but found that it's much more complicated and time-consuming than we thought it would be. We are more than willing to search for the errors and omissions...we just can't correct them in a cost-effective manner that would benefit the Society!

Since we are proficient at creating Word, Excel and Adobe documents, we have offered to create/update Symposium-related materials including the invitation and registration forms.

We are always open to new ideas and suggestions for improving the National Office of the American Scientific Glassblowers Society. Please inform the membership to feel free to contact us for anything – no matter how insignificant the request may seem. This year, a member asked us if the paper roster could have a margin for holes so it could be placed in a three-ring binder. No problem! You will see that change in 2005. We cannot locate a source for ¾” stars but we are changing the size of the membership stars from 1 ¼” to 1” so it will fit better on the certificate.

Thank you again for your confidence in us. You are truly a pleasure to serve.

Respectfully submitted by Amy Collins
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