

Memorial Committee Annual Report to the GV Board of Directors

February 2010

We experienced a 40% turn over in committee membership. Two members, Frank Thayer and Wanda Alsup resigned. The search for new members took nearly 6 months to find willing volunteers. The new members are Linda Soper and Evelyn Rush.

There were some ups & downs regarding updating the Memorial Book. Those glitches have been ironed out and the updating process has been reaffirmed between the Park Office and the Committee. New input data forms have been designed and implemented.

The software to do data entry and printing is Print Master. Which requires some skill with the computer. We only had one person really skilled in use of the software and she resigned as a member. That left one person (me) who was just barely able to do the job and I wasn't well versed in using "THE SOFTWARE". We tried to use the assets of the Computer Club to do the physical data entry and printing of the data sheets because of their technical knowledge of the Print Master software. The learning curve was a bit extended but they were on the verge of processing the data when a new committee member stepped up to the plate so to speak and took on the task. It took a bit more time to get up to speed but the memorial book is current at this writing.

It did point out a serious short coming of the committee staffing that has been addressed but may not be a long term solution to the staffing issue. The committee must have a Print Master knowledgeable member to function. Or the GV Office Staff may need to be the long term solution to data entry and printing duties. My recommendation is that the GV General Office staff be the focal point the data gathering. This issue will be addressed in the coming year.

We also changed the memorial book page format to include data regarding the person being memorialized. We included data regarding veteran status and data regarding the clubs & committees they were involved in. The home town information was changed to include what city an state or province they were from.

We purchased and implemented the use of a new Memorial Book. The new book allows easy addition of pages and changes necessary for existing pages. The new book also is able to hold many more pages, making one book that will last for several more years verses the multiple books that were already in play. The source of new books and inserts is with local purveyors, whereas the replaced books were procured through a friend of a friend. Not a good situation. There are enough supplies, on hand, to last many years.

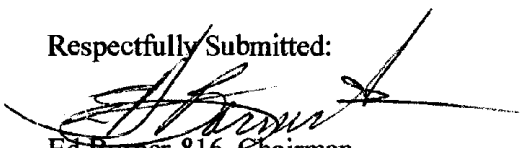
The filing system was moved from the hands of the committee chairman to a secure file drawer in the GV Office.

The Memorial Committee Account financial report as of 2/1/2010 is attached.

Our meeting schedule for the 2009/2010 season has been established.

Members: Bonnie Hensley-813, Carol Mowery-430, Linda Soper-434, Evelyn Rush-558.

Respectfully Submitted:



Ed Borner-816, Chairman

Cc: Committee Members (4)
GVRVR Board of Directors (9)

