

## Administrative Business Annual Report

My role on the board this past year was to help with any tech issues and oversee implementation of our new storage solution through Microsoft Office. This has certainly been a learning curve, and I am grateful to the board and committee members for their patience and flexibility through this process.

The most difficult part of this transition has been access. It's been a bit of a challenge granting access to new members coming on to the board. As you may know, we have five email accounts for the President, Secretary, PDRC Chair, Treasurer, and the Membership Connections Chair. These accounts change hands each time the member transitions out and a new person comes in. I think we are starting to get a better hang of things as we get more repetition with handing access over to the new person.

Special shout out to Ritchie and Erinn who were both instrumental in helping us decide on this system as well as implementing it.