

Anderson Falls Heritage Society
96 Clinton Street
Keeseville, New York 12944

14 November 2019

Membership & Recording Secretary's Annual Report For 2019:

Membership – Recorded new additions, renewals & deletions of members for mailing and emailing of materials and notices. As of this date we have 73 members. This is down by 15 since 2018.

Minutes – Recorded, transcribed, e-mailed or mailed to each member each month.

Took part or assisted with the following:

Budget Committee

Audit Committee

Flyers/Posters

Notifications of meetings, Events, Programs, Tours, etc.

Materials for grants/historical markers

Keeseville Field Days

Pick up supplies when needed

Sort & answer or forward incoming emails from other organizations

Supply and send various information to suppliers and contractors
(when needed)

Do filing, copying, emailing, contacting when needed

Respectfully submitted by

Betty Brelia, Membership & Recording Secretary