

OFFICE MANAGER'S REPORT

For those of you that may not have met me yet, I am Melinda Dewey, your office manager and a native to Sequim, WA and next month I will have been working for you wonderful women for a year already. Time flies when you spend five months of it feeling like a pincushion. I would like to thank you for your continued support through my health crisis. But that is, hopefully, all over now.

Since last year we have gained many new leaseholders. If I have missed anyone, I apologize...

CJ Stevens 56

Linda Creatore 55

Mary Wynn & Marcia Kawahara 58/59

Laura Brown & Cheryl Brem 81

Gail Swafford & Kenna Warrick 48

Jewels Marcus 79

Jan Christian 54

Sheila Donnelly 31

Judith Wright and Susan Schreiber 108/109

Victoria Harris 80

Becky Stinson 64

Malorie Young and Kim Mills 92

Beth Laney and Sara Knopp 38

I have taken over the bookkeeping and payroll for DBR; as well as intake and distribution of committee funds; re-organized the office so that sensitive material is in locked cabinets or the safe; distribution and forwarding of leaseholder mail; work closely with treasurer and finance committee, producing monthly financial reports to each, as well as individual committee reports committee chairs; take care of lease transfers; help leaseholders with whatever issues or problems arise.

A BOD meeting decision log is available to leaseholders. Please contact me in the office if you want a copy. Thank you all for a great year.