

Communications Report Nov 2010

Areas of Responsibility

- 1) ECP Communication
 - Ongoing- Distribute communiqué to all clubs- DONE
 - Distribute job description and ask all ECP's if still willing to participate- TBD Nov 2010

- 2) D4 Roster
 - Club rosters to be distributed to all ECP's – TBD Nov 2010
 - Will ask for assistance from ECP's- Nov 2010
 - Track and follow up to receive completed rosters for all 39 clubs- TBD by Jan 2011
 - Assemble and complete new D4 roster- TBD by April 2011

- 3) D4 Website
 - Add page- Conference and workshops- DONE
 - Update pages above with online registration and payment- TBD
 - D4 paypal?
 - Birthing kits page- DONE
 - More info?- TBD
 - Meet your board and committee chairs- STARTED
 - Picture, name (click to email), title, club)
 - Click for bio?
 - Send me pix and bio?
 - Calendar- District and club events- TBD- Dec 2010
 - Club Templates
 - To be completed Dec 2010
 - Logo, letterhead template
 - Order business cards, club cards, place cards

- 4) Lists
 - Review board list- posted- any updates?

Have person lined up to fix D4 website, and set up forms, paypal link and new pages. Cost- \$500. I can finish and do updates.