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Recording Secretary Report

Louis Howley

July 13, 2005

After attending the meeting on March 5, 2005 in Denver, I prepared the minutes. I think that I sent them off to a black hole from my laptop and so re-sent them in early July. At least I got to correct some grammatical errors.

I reviewed the Manual of Procedure and the Long Range Plan.

The Awards Committee Chair, Suzanne Taylor, emailed the members of this committee, of which I am one, yesterday about our planned timetable.

I made airline and hotel reservations for Denver, where I will be from July 21 to 24.