

A summary of my activities follows:

- Participated in planning and preparing for the 2025 National Convention:
- Created Convention Handbook.
- Prepared minutes for Final 2025 Board Meeting.
- Participated in National Convention.
- Prepared minutes for the 2025 National Convention .
- Preparing meeting packets for October Board Meeting.
- Prepared and distributed electronic meeting packet for September Virtual Board Meeting.
- Maintained schedule and provided online support for the GoToMeeting virtual conferencing application.
 - Executive and National Board Meetings.
 - Committee work sessions and meetings.
- Created October Consent Calendar for Board approval.
- Participated in Executive Board meetings, as needed.
- Provided advice and counsel to Board members, as needed.
- Collated and submitted October Quarterly Committee and Board reports for posting on the AVVA website.
- Reconciled personal corporate credit card statements/receipts.
- Assisted in developing the orientation of incoming Board of Directors.

Nina Schloffel
National Secretary

