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OFFICE SOUGHT: **FMCA Northwest Area Secretary**

CHAPTER OFFICES HELD & Other Chapter Service:

I have held the office of Secretary/Treasurer of Monaco Northwest Chapter for three (3) years, 2016 – Present, with at least one (1) year remaining to serve. I also help with our Sunshine Committee, when needed, sending cards to members that are ill or have had surgery, etc., and helping or giving guidance to Wagon/Rally Masters with Chapter rallies. I have also been Wagon/Rally Master for our Monaco Northwest Chapter.

I have been Captain of Coffee & Pastries for FMCA Northwest Area rallies for 2018 and 2019. I have volunteered helping with Welcome Bags, Registration, driving "Follow Me" Carts and assisting show coach coordinator, Walt Haynes, with show coaches layout and parking.

PERSONAL BACKGROUND:

My current special interests are RVing, sewing, scrapbooking, crafts, beekeeping. I also have working knowledge of MS Word and Excel which is necessary for my duties as Secretary/Treasurer of Monaco Northwest, and are familiar with all internet transfer of the pertinent information to the FMCA National Office and chapter members.

I have a current CPR/AED certification.

In the past I have been a Girl Scout leader when our daughters were younger and in that age group, Sunday School teacher and an elected member of the North Clackamas School District Advisory Board. At the start of my entering the workforce I was secretary for a rental car agency district manager at the Portland International Airport and a rental agent, and later I was a executive secretary for a local financial institution.

FMCA NORTHWEST AREA GOALS, IF ELECTED:

My goals, if elected, would be to fulfill all duties assigned to me as Secretary. I would strive to continue the excellent example that has been set by previous secretaries and fulfill my job responsibilities to the best of my ability. I will be open to accept any

assignment given to me, and will work with and support the Northwest Area President and other elected officers. I will also provide necessary reporting to the National Office of FMCA to maintain a current and accurate Northwest Area data base of chapters and members. I am familiar with the FMCA Chapter Officer's Handbook, the Guidelines for the Area Association Secretary duties.

The FMCA Northwest Area membership is expected to grow. With that growth, keeping accurate and complete records of chapter membership is paramount with maintaining organization within the Northwest Area administration.

A goal, if elected Secretary of FMCA Northwest Area, would be to attend Northwest Area Chapter rallies to promote FMCA Northwest Area, encouraging chapter members to get involved and attend FMCA Northwest Area Rallies and to take an active part in keeping this organization strong and growing.

My desire is to build a relationship with Chapters and their members, to be able to get acquainted so they know who I am and I know them on a more personal basis. I believe this would maintain and achieve a more cohesive chapter/area relationship. This has been proven by many of our past and present executive board members' example, and should be continued.