



LWSC Council of Excellence
Courtesy & Sunshine Committee Report – March 10, 2020

Submit report to: lwscouncilofexcellence@gmail.com

Committee: **Courtesy & Sunshine**
Officer/Chair: **Adrienne Smith**
Committee Members: **Barbara Adams, Deborah Benton, Dorothy Wright, Frenzena Russell and Lorene Knight**

1. ACTIVITIES COMPLETED FOR THIS MONTH:

- **The Committee did not meet in the month of February 2020**
- **Committee attended the Executive monthly Board meeting.**
- **Committee is still correcting the email addresses that were bounced back to us.**
- **The committee sent six (6) greeting cards.**

2. ACTIVITIES PLANNED FOR FUTURE:

- **Committee will continue to inform everyone including the powers that be to please put their information in the suggestion box. This should ensure the accuracy of information provided.**
- **Committee will inform the Club, Classes & Groups that when submitting names, provide their legal name (no nicknames) It lessens the efforts and time of the front desk administration committee and to locate the correct person**

3. ACTION REQUIRED FOR EXECUTIVE COMMITTEE:

- **NONE**

4. ACTION REQUIRED FOR LWSC:

- **Address and mail post cards**

5. MOTION STATED FOR EXECUTIVE COMMITTEE CONSIDERATION/RESOLUTION/RECOMMENDATIONS:

- **NONE**

6. CONCERNS, OPPORTUNITIES FOR CELEBRATION:

- **NONE**

7. OTHER: