



Monthly Committee Report – June 8, 2021

Submit Report to: lwscouncilofexcellence@gmail.com

Committee: Courtesy & Sunshine

Officer/Chair: Adrienne Smith

Committee Members: Deborah Benton, Frenzena Russell, Lorene Knight, Alfreda Scott, Kristy Rogers and Dorothy Wright

1. Activities Completed for the Previous Month:

- Participated in monthly COE meeting on May 11, 2021.
- Committee had our meeting on May 19, 2021.
- Four (4) greeting cards were sent out. Correction for the month of April: 16 cards instead of 20.

2. Activities Planned for the Future:

- The committee would like to have a procedure in place to follow-up a month after with the recipients of the greeting cards sent out on their well-being. Dorothy Wright said she would check and see if there is such a card.

3. Motion/Stated for COE Executive Committee Consideration, Resolution and/or Recommendations: None.

4. Action/Approval Required by the COE Executive Committee: No.

5. Action/Approval Required by the LWSC Staff: Yes.

- Request LWSC Staff continue to send out Greeting cards.

6. Opportunities for Celebration: None.