

Corresponding Secretary Annual Report 2019-2020

1. Subscription communications for the present will be completed by the corresponding secretary. Letters were sent out this spring to handle Remaining subscription tickets.

A. Donate the ticket cost.

B. Use tickets during the next new season.

C. Request a refund.

As subscriptions are sold, the secretary will handle communication with those who do not have an email address.

2. Donation letters are mailed regularly for tax purposes.

3. Cards of sympathy and/or donations are sent to families as requested by the board.

4. Cards/ letters of thanks (with an occasional gift) are sent as requested by the board.