

2021-2022 OFLA Annual Report
Beth Hanlon, Executive Recorder and Editor for "The Cardinal"
April 1, 2022

A. 2021-2022

1. Summer 2021
 - a. Assembled members for *The Cardinal* editing team for approval at the August retreat and presented them to the board for approval at the August board retreat.
 - b. Attended the August board retreat to take minutes at board meetings.
 - c. Promoted *The Cardinal* for articles on the OFLA listserv, Facebook page, and Wild Apricot emails.
 - d. Monitored the OFLA listserv and the OFLA Facebook page.
2. Fall 2021
 - a. Wrote an article for the fall edition of *The Cardinal*.
 - b. Edited 21 articles with the editing team to then place in *The Cardinal* website for members to view.
 - c. Monitored the OFLA listserv and the OFLA Facebook page.
 - d. Promoted *The Cardinal* for articles on the OFLA listserv, Facebook page, and Wild Apricot emails.
3. Winter 2022
 - a. Monitored the OFLA listserv and the OFLA Facebook page.
 - b. Attended and took minutes at the December OFLA meeting.
 - c. Attended and took minutes at the January OFLA meeting.
 - d. Edited 17 articles with the editing team to then place in *The Cardinal* website for members to view.
 - e. Attended and took minutes at the February OFLA Board meeting.
 - f. Promoted *The Cardinal* for articles on the OFLA listserv, Facebook page, and Wild Apricot emails.
4. Spring 2022
 - a. Monitored the OFLA listserv and the OFLA Facebook page.
 - b. Promoted *The Cardinal* for articles for the spring edition on the OFLA listserv, Facebook page, and Wild Apricot emails.
 - c. Attended 2022 CSCTFL online.
 - d. Will edit any articles received for the spring edition with the editing team to place on *The Cardinal* website.

B. Goals for 2022-2023 (if reelected to position)

1. Continue to collect, edit and place articles to publish *The Cardinal* for fall, winter, and spring editions with *The Cardinal* editing team.
2. Attend Board meetings to take minutes.
3. Encourage members to contribute to *The Cardinal* by sending reminders out from Wild Apricot and on the listserv with ideas for article topics.
4. Assist in the 2023 joint CSCTFL/OFLA conference planning.

Respectfully submitted,

Beth Hanlon

Executive Recorder and Editor for *The Cardinal*