

ZontaDistrict12.org



January 10, 2015 Board Reports

**Name**: JANET BERGIN

**Position / Committee**: Outreach Editor / Website assistant

**Goals: (cut and paste here).**

* + Create Outreach Newsletters that are well written and designed
	+ Distribute the newsletters on time
	+ Help Susie with website updates as needed

**Accomplishments (to date) & plans for next 6 months.**

* Accomplishments:
	+ Have set up MailChimp account
	+ Started the newsletter design
	+ Collected emails into excel document from Kari
* Plans:
	+ Continue to update email changes
	+ Continue to improve newsletter design
	+ Get with Susie to learn what I need to do to help her on website
	+ Help Susie with website updates