



Administrative Report

Period: January 2012

- Website
 - The Guide for Giving is available on the website
 - *Contact Us* page is updated with new Board members contact information
 - A new link that connects *Members* page to *Becoming a Member* page is activated
 - Membership list has been updated according to membership level
- Policies
 - Policies are finished and were sent to Mark for remarks
 - Still need to be reviewed before approval by the Board.
- Audio webinars
 - Still waiting on the last Webinar from the BSC Foundation
 - Eight are available at the moment
 - Need sponsors for the next audio in February and the ones after
 - Audio's after February should be assigned specific dates
 - A check list has been created to make it easier for members to check out audios
- Mohammad is on the AFP mailing list
- Guide for Giving report was not received – could not be posted online