



## **ANNUAL REPORT**

### **Clan Newsletter Editor**

**2024-2025**

### **ACCOMPLISHMENTS**

- Completed March, July, and September Clan Newsletters
- Implemented all Electronic Publication utilizing “Publisher” software.
- Established Newsletter deadlines for all submittals and publication dates.
- Achieved coordination with the Clan Printer for limited hard prints of Newsletter.
- Developed and implemented a file system to make sure Newsletter submittals are not lost.

### **GOALS**

- Research available Software for publication to freshen and present an award-winning publication.
- Bimonthly critique of the previous month’s publication and preparation process.
- Travel to attend at least one west coast Highland Games Event to participate in the Clan Hospitality Tent.
- Active communications with Clan Directors and Members to provide the best service possible.