

ALA TRAINING



WHEN

April 10th, 2021
2pm – 4pm

WHERE

Spring DEC

La Pine Moose 2095
52510 Drafter Rd, La Pine

FEATURING · Pam Seelye, Parliamentarian · Karol Satterfield,
Chairman Coordinator · Helen Hisaw, Treasurer, · Jody
Marsh, Administrative Chair

TOPICS ARE MEMBER CHOICES FROM
FALL TRAINING

ALL MEMBER EVENT

AUXILIARY HANDBOOKS

The Department has printed and bound copies available for \$10. All members are encouraged to have a copy of this valuable resource!

REPORT WRITING

Learn what is needed for narrative and supplemental reports. Packet of information including examples will be provided to all participants.

MEETING HOW TO'S

Run a meeting;
Speak at a meeting;
Make a motion;
and much more!