

<b>To Do List</b>		<b>Verizon TelecomPioneers</b>		<b>JUNE 2008</b>	
<b>Due From</b>	<b>Action Item</b>	<b>Description / Information</b>	<b>Questions / Send to</b>	<b>Due</b>	<b>Done ?</b>
Presidents	<u>Institute New Cash Handling Guidelines Immediately</u>	Procedures for handling cash sent out in email	Steve Kohn <a href="mailto:stephenkohn@cox.net">stephenkohn@cox.net</a>	On-Going	
Presidents or Vice-Pres	<u>Fill Out Tote Bag Survey</u>	If you want to order reusable tote bags	Survey can be found at: <a href="http://www.surveymonkey.com/s.aspx?sm=2b6V3In5CUM4f4XdGScAHQQ_3d_3d">http://www.surveymonkey.com/s.aspx?sm=2b6V3In5CUM4f4XdGScAHQQ_3d_3d</a>	June 6th	
Presidents	<u>Educational Resources to share with your schools and Dictionary Program</u>	June - Fathers' Day, Flag Day, Summer, Graduation	<a href="http://www.apples4theteacher.com/holidays">http://www.apples4theteacher.com/holidays</a> <a href="http://www.thinkfinitysearch.org">www.thinkfinitysearch.org</a>	June	
Maryland Chapter	<u>Submit Life Member Article and Picture for Communicator</u>	Recognize a Life Member in the Communicator	Gabe Olah <a href="mailto:jagapare@frontiernet.net">jagapare@frontiernet.net</a>	June 5th	
Presidents, Vice-Pres, Project Chairs	<u>Attend Group Conference Call</u>	3rd Tuesday, 8PM EST	Stephen Kohn 800-977-8002 passcode 667 986 #	June 17th	
Presidents	<u>Article on Chapter Literacy or Domestic Violence Events</u>	About 1 or 2 paragraphs with pictures	Stephen Kohn <a href="mailto:stephenkohn@cox.net">stephenkohn@cox.net</a> and Gabe Olah <a href="mailto:jagapare@frontiernet.net">jagapare@frontiernet.net</a>	2nd Qtr due June	
Presidents, Secretaries	<u>Signed Picture Release</u>	EVERYONE in a Picture must sign a Photo Release Form	establish a file and keep at your chapter level.	On-Going	
Presidents, Treasurers, Fundraisers	<u>Vouchers</u>	Checks payable to "TP Chapter Name" or "TelecomPioneers Chapter Name" ONLY	CathyAnn <a href="mailto:cannadow@aol.com">cannadow@aol.com</a> or Diane Nelson <a href="mailto:DNelson786@aol.com">DNelson786@aol.com</a>	On-Going	
Presidents, Secretaries	<u>Chapter, Council, and Club Meeting Minutes</u>	Send minutes, including approved projects list, motions, and data sheet to CathyAnn or Diane and Steve	CathyAnn Dow <a href="mailto:cannadow@aol.com">cannadow@aol.com</a> or Diane Nelson <a href="mailto:dnelson786@aol.com">dnelson786@aol.com</a> and Steve Kohn <a href="mailto:stephenkohn@cox.net">stephenkohn@cox.net</a>	On-Going	