



2014 Official April Board Meeting of the New Jersey District Board of Trustees

Official April Board Meeting
Official 1st Report of Activities of the New Jersey District Editor

Since District Convention, I have:

- Received a plethora of materials from Immediate Past District Editor Pak Chau.
- Received the extra NJ District Board Key Club flash drives from Mr. Acerra.
- Created a letter of introduction template.
- Created and shared a Gmail filter with the NJ District Board and the Kiwanis Committee.
- Created both written out and video tutorials for installing said email filters and addressed additional questions.
- Written and sent out my letter of introduction.
- Created splendiferous flyers for the Spring Regional Training Conferences (both the Northern and Southern Conferences).
- Made a newsletter template in both Microsoft Publisher and Word and shared it with the NJ District Board.
- Written the agenda for the Public Relations Committee Meeting at the April Board Meeting with my co-chair, Lieutenant Governor David Gurgis.
- Picked out articles for the first issue of the *Jersey Key* and made some assignments.
- Kept in quotidian contact with the board members.
- Updated @njkeyclub on twitter, as per the Public Relations Committee Directives.
- Attended all club meetings at my home club, Hunterdon Central.
- Attended the Official Executive April District Board Meeting.
- Attended the Official April District Board Meeting.

(Optional) A brief summary of some future plans I have includes:

- Releasing my first board-directed newsletter this upcoming week.
- Continuing to make *Jersey Key* assignments.
- Working on the 2014 International Convention t-shirt and pin.
- Attending International Convention.
- Sending in my presentations and other materials for the Spring Regional Training

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Conferences.

- Presenting at both the Spring Northern and Southern Regional Training Conferences.
- Helping board members with newsletters, flyers, other Public Relations materials, and anything else requested.

Respectfully Submitted,

A handwritten signature in black ink that reads "Patrick Quinn". The signature is written in a cursive, flowing style.

Patrick Quinn
New Jersey District Editor