

Secretary's Report

Delegate Assembly 2023

Michelle Corbin

I assumed the office of MSCA Secretary in June 2022. I began by working with the other elected Officers to better understand the needs of the organization. I met with the outgoing Secretary Nancy George to learn about the role and duties of the Secretary. I want to note my gratitude to Nancy George for sharing her extensive experience and assisting me in getting settled into the role.

I worked collaboratively with the leadership team to build communications and information infrastructures. This included expanding the use of organizational email accounts and google drives including a dedicated Secretary account. This infrastructure work is important for improving lines of communication across the organization as well as for building institutional memory and archiving information. I also collaborated with the incoming Web Curator to ensure that the minutes for the Board of Directors meetings were uploaded into the updated website so that members have ongoing access to information about union business even as the website is being upgraded.

Over the past year, I attended all the MSCA Board of Directors meetings where I took minutes and assisted with time keeping. As an incoming Secretary, I worked with MSCA President Heglboom and the members of the Board to refine the minutes to ensure that accurately reflected board meetings and efficiently and effectively informed members about the business conducted by the Board.

In closing, I am honored to have been elected to serve as MSCA Secretary. I appreciate the opportunity to serve the MSCA in this role and I will continue to work to strengthen our information infrastructures which are so essential to our democratic organization.

Respectfully submitted,

Michelle Corbin