



**WSWS Officer and Committee Report
March 6, 2022**

Office or Committee Name: Proceeding Editor

Officer or Chairperson Name: Carl Libbey

Date of Preparation (include year): February 28, 2022

Activities during the year:

Request and compile submissions to the newsletter for electronic delivery to the society and posting to the WSWS website following the Newsletter Editor's Operating Guide. The editions are compiled quarterly (Winter, Spring, Summer, and Fall).

Recommendations for Board Action

Update the Operating Guide for the Proceedings Editor to include in the "TIMELINE FOR SPECIFIC DUTIES", March 1 section, 2nd paragraph to include the following:

...Necrology (obituaries), *Immediate Past-President (Retirees list)*, *Secretary (society business meeting minutes)* and WSWS Business Manager...

Budget Needs: Handled by the Business Manager

Name of Person Preparing This Report: Carl Libbey