



**WSWS Officer and Committee Report
February 2023**

Office or Committee Name: Proceedings Editor

Officer or Chairperson Name: Carl Libbey

Other Committee Members: None

Date of Preparation (include year): February 15, 2023

Activities during the year:

Compiled the 2022 Proceedings from the Joint Annual Meeting with the WSSA held in Newport Beach, California for delivery to the society and posting to the WSWS website.

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

Date of Report: February 15, 2023