

**Group Handbook Committee Report for Cherry Hill Trustee Meeting, May 16-18, 2022**

The composition of the committee at the time of the Spring, 2022 Board of Trustee Meeting is as follows:

Name	Area
Betty S.	7
Bill B.	15
Cheryl R.	2E
Jack R.	1A
Jim G.	7C
Mike M.	3D

Since the 2019 Trustee meeting in Montreal, we had telephone meetings each and every month on the second Monday of the month until September 14, 2020. At that time, it was determined that we had a sufficient outline to begin writing each chapter of the handbook. This was primarily done by Cheryl R and me with input from the committee. Once each chapter was completed, it was then turned over to the other person for review and editing. That way, there were always two pairs of eyes on each chapter. Once the writing and editing was complete, the chapters were assembled into a single handbook, re-reviewed and re-edited, and sent to each committee member for their input and approval. This was accomplished in January, 2022. It is now our intention to present the revised Group Handbook at the Spring, 2022 meeting of Board of Trustees for a first vote.

Respectfully submitted,

Jack R.  
Trustee  
Area 1A  
Orange County, California