

1.1 INTRODUCTION

This manual was developed to ensure continuity in the activities of the Advisory Council. All officers, committee chairs, and other members are provided with a copy of the Manual or selected sections may also be made available at the MLGSCA website. The Manual should be transferred to the incoming chair/officer/member along with all active files. This can be done at or prior to the transition meeting normally scheduled for June.

The Past-President is responsible for keeping the manual up-to-date, and any corrections, additions or deletions should be reported to that individual.