

## **Executive Director's Report January 2020**

The Montana Corporation annual report was filed with the Secretary of State on January 6, 2020 so MLA is a proper entity for another year.

The 2018 Non-Profit 990ez federal tax return was sent in to the IRS in late October well before the deadline.

I closed out the books on the 2019 Fall Retreat with a profit of \$1371.18. Dates reserved for the 2020 Fall Retreat are October 18 & 19, 2020 and date held for the 2021 are October 3 & 4, 2021.

I have cataloged all the MLA equipment and supplies. This list has been sent to the Executive Board. They will decide what equipment and supplies are going to be forwarded to the new ED.

I have been working with the Offline committee getting everything ready for Offline 2020 on February 7 & 8 at Helena College. Thank you Helena College staff for hosting Offline 2020 and John Finn for doing all the planning and arrangements for Offline.

Most of my time as ED is spent answering email questions and processing the mail. I have also been busy trying to make the succession to the upcoming ED as seamless as possible.