

November 1, 2021

Dear Worthy Grand Matron, Worthy Grand Patron and members of the Grand Chapter of Oregon, Order of the Eastern Star:

I would like to submit my "Letter of Intent for the Office of Grand Secretary."

I have the support of my family and both of my Chapters, Friendship Rose #148 and Parkrose #151, in this great endeavor.

RESUME:

In my business life, I have kept books for my husband and my business and our rentals and have been complimented on my orderliness of my books, of which I take great pride!

I have been an active member since I was initiated in November 1990 with two times going up the line to being Worthy Matron, then I served as Treasurer and now I have served as Chapter Secretary since July 2008. I'd like to think that I have learned something about the workings of the paperwork in the last 13 years and now would like to serve the Grand Chapter of Oregon as Grand Secretary.

OFFICE SPACE:

I would like to utilize a dedicated space in my home as the office for Grand Chapter. It is my understanding that there will be legislation presented to allow for the records to be kept in my home in Vancouver, similar to the current situation we operate under with the Grand Chapter records being maintained in Grand Secretary Sister Connie's home. I truly believe that this will be no hardship on the membership of Oregon. Additionally, I do not wish to accept any rental income from the Grand Chapter of Oregon for the use of space in my home. I have a 12' x 24' room that would be perfect for the Grand Chapter Office, and which is not currently being used. The membership, as a general rule, do not actually go to the Grand Chapter Office. Instead, as we continue to modernize, most communications are through mail, email and telephone. Of course, should someone need to meet with me and traveling to Vancouver is inconvenient for them, I will be more than happy to travel to accommodate their needs. For comparison, the Grand Secretary of the Grand Court of Oregon Order of the Amaranth is Sister Sue Mills, PGM. She has successfully operated the office from her home in Vancouver, for the last several years, with no detriment to the organization.

I would absolutely be thrilled to be Grand Secretary and to serve the membership of Oregon in this capacity.

Thank you,

Mary Duncan  
Friendship Rose #148  
Parkrose Chapter #151