

R∴W∴RICHARD T. SCHULZ Grand Secretary GRANDLODGE FREE AND ACCEPTED MASONS OF THE STATE OF NEW YORK

Grand Lodge, N.Y. 71 WEST 23RD STREET, 17TH FLOOR NEW YORK, NY 10010-4149 TEL. BUS. : (212) 337-6644 TEL. CEL.. : (917) 648-9859 FAX: (212) 727-2875

EMAIL: GrandSecretary@NYMasons.org

April 28, 2020

To: All Grand Line Officers and Permanent Members of the Grand Lodge; All District Deputy Grand Masters and Grand Lodge Staff Officers; All members of Grand Lodge Committees; and, All Masters, Wardens, Treasurers, and Secretaries of Masonic Lodges.

Spring Nights with the Grand Secretary

Dear Brethren:

Our new Grand Lodge Masonic Year begins in May. There'll be new Worshipful Masters and Lodge Officers.

In the last six months, I've held two series of evening webinars discussing the Duties of the Lodge Secretary, the Groupable:m2 (MORI) database system, the Annual Return, and the general procedures of the Grand Secretary's Office. As the sessions proved informative for the participants, I've setup a new series of evening Webinars primarily aimed at assisting the incoming Lodge Secretaries. The topics will include: Duties of the Lodge Secretary; Certificate of Election (COE) and Certificate of Appointment (COA); the updated Grand Secretary's page with the Grand Lodge Annual Reports and Documents & Forms portals; and, Groupable:m2 assistance. We will also try to answer all questions sent in by the participants.

The dates of the webinars, along with the links, are given below.

- Tuesday, May 25, 2021 07:00 PM Webinar ID 899 9736 2833 Webinar Passcode 268109 <u>https://us02web.zoom.us/webinar/register/WN_cGhqnhdATziKQSqHNwrM0A</u>
 Wednesday, June 2, 2021 07:00 PM
- Wednesday, June 2, 2021 07:00 PM Webinar ID 838 1598 1894 Webinar Passcode 558704 <u>https://us02web.zoom.us/webinar/register/WN_HdpifxPRSpCszrNqWctcWQ</u>
- Friday June 11, 2021 07:00 PM Webinar ID 844 4393 1913 Webinar Passcode 171843 <u>https://us02web.zoom.us/webinar/register/WN_ZB3pXD1HSEykOVQWrO0emA</u>

 Thursday June 17, 2021 07:00 PM Webinar ID 815 9840 1062 Webinar Passcode 840001 <u>https://us02web.zoom.us/webinar/register/WN_RHwkPTPyT_uZ69TamKk-3g</u>

All of the webinars will begin at 7:00 pm, and last approximately two hours. In order to sign up for the webinars, you will need to <u>REGISTER IN ADVANCE</u> at one of the links above.

After registering, you will receive a confirmation email containing information about joining the webinar. I hope to see you at them.

With warm regards, I remain,

Fraternally yours, hug

Richard T. Schulz Grand Secretary