

## Absentee Shawnee Tribe of Oklahoma 2025 South Gordon Cooper Prive Shawnee, Oklahoma 74801 405-275-4030

## Edwina Autler-Wolfe Governor

## **MEMORANDUM**

To:

ALL

Cc:

**Executive Committee** 

From:

Governor Edwina Butler-Wolfe

Date:

June 16, 2014

Subject:

**Acting Editorial Board** 

This year we have seen marked growth in our programs and staff. In order to keep up with programs, services, activities and functions I have created an acting Editorial Board who is to assist our Media department in the review of all newsletter and General Council articles. This Board is comprised of employees and will not receive any compensation for this additional duty. The focus of the Board is to review documents for grammar and sentence structure and to ensure all articles are professional in their focus. No content within an article will be changed by this Board. If the Board requires clarification on the content of an article it will be returned to the Media Director who in turn will return it to the sender.

All articles are still due on the 20<sup>th</sup> of each month. You are requested to send all articles, as of today, to the AST Editorial Board email address which is: AST Editorial Board. This process should enhance the quality of our paper and assist our Media department.

If you should have any questions please don't hesitate to contact Sherman Tiger, Media Director, at 405-598-1279.

Edwina Butler-Wolfe, Governor

Effective Date