



DATE: October 16, 2023

FROM: Flotilla Staff Officer – William Schneider (FSO-MA)

TO: Flotilla 25-06 Vice Commander (VFC) and SO-MA 054-25

SUBJECT: MONTHLY ACTIVITY REPORT for October 2023

A. Goals for 2023:

1. Work with the SO-MA to support District and Division goals for 2023.
2. Promote Material to support activities of the flotilla members.
3. Coordinate and cooperate with all staff officers to keep them supplied with the necessary items authorized for their duties.
4. Maintain listings on supplies and prices, sources available, and information on procurement.
5. Maintain records as may be required to effectively implement FSO-MA responsibilities.
6. Advise Flotilla of any changes or updates to publications and forms.

B. Activities Undertaken this month which contributes to meeting the 2023 Goals:

1. *Activity One:*

Orders for the month of October: NONE

• **C. Activities Planned upcoming activities that will contribute to the 2023 Goals:**

1. *Activity One.* COVID-19 suspension of Flotilla activities
2. COVID-19 restrictions lifted will allow for semi-normal activities to initiate.
3. Flotilla meetings are in person and continuing with Zoom Meeting option.

D. Other activities / comments / recommendations:

1. None at his time

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