

Greetings everyone,

Due to a couple of snafu's, my Pale Letters managed not to get printed. These things happen. As such, I am sending as attachments, a copy of my first two letters.

Yes, this constitutes as an "Official Message" from the Kingdom Webminister's Office. It is strongly recommended that you save a copy of this message for your files.

I have included all Seneschals and those Webministers who I was able to locate contact information - either from previous contact, or from your Group's websites. If you are not the current Seneschal or Webminister for your group, please not only pass this message on to them, but also make sure they get their paperwork in PRONTO!

Seneschals, it is very important that you double check your listing in the Seneschallorum on the Seneschal's page on midrealm.org <<http://www.midrealm.org/seneschallorum/>>. There are a number of groups that have a website listed that either no longer exists, or the domain name has expired. Remember, your groups are all welcome to host your websites on the midrealm.org server.

Also, if your group has a website, but lists no webminister, I need a brief report from you about the state of your group's website status. Primarily, if you are not doing the updating for your group's website, I need to have the information of who is maintaining the site. This is to keep your group's website recognized as an "Official" website for your group.

Webministers! I need you all to send me a completed copy of a Change of Office form - REGARDLESS IF YOU HAVE HELD THE OFFICE FOR ANY LENGTH OF TIME PRIOR TO THIS PAST AUGUST! (All Caps used for emphasis - not shouting.) This is for warranting purposes. Currently, we do not have a Warrant Roster and I am getting pressure from Society to supply them one (not to mention that with the Domesday coming up in the next couple of months, I have to include one). When you fill in the **\*ACTING OFFICER\*** section, please make sure to get your group's Seneschal to sign it. This is simply a formality.

Do not look to your Seneschals to do this for you. As a Webminister, you hold an actual Office and are responsible for all the duties therein. Like all the other offices, this includes making sure that your paperwork gets sent in and that reports are done in a timely manner. Technically, I am supposed to have the physical form mailed to me (per the Kingdom Chronicler's requirements).

In the coming months, there will be a new On-line Reporting form as well as a new MK Webminister's Handbook. The latter has been on hold pending the official release of the new Society Webminister's Handbook.

For those Webministers who have already sent in their CoO forms, thank you. You make my life that much easier. If you are not sure whether I have received a copy of your CoO form, please contact me. If you need to download a copy of the new form (it includes a space for your membership expiration date), you can download it from

<[http://midjoom.midrealm.org/component/option,com\\_docman/task,cat\\_view/gid,61/Itemid,28/](http://midjoom.midrealm.org/component/option,com_docman/task,cat_view/gid,61/Itemid,28/)>. This is also the location of the current Quarterly Report Template.

If you have any questions, comments or concerns about any of the information contained in this e-mail, please do not hesitate to contact me and ask. I am here to help you and your group put the best electronic face forward.

Your servant,

Lady Finnseach de Locheil  
Middle Kingdom WebMinister  
Facite bona, deinde evanescite.  
Non scripta, non est.