

# **Report of the MD19 Strategic Planning Committee to the MD19 Council of Governors, February, 2026**

## ***Action on Filling the Position of the MD19 Office Administrative Assistant***

The MD19 Strategic Planning Committee was tasked by Council Chair Steve Brooks to initiate urgent discussions regarding the planned June 30, 2026 retirement of MD19 Administrative Assistant Michele Barrie. Michele has served admirably as the MD19 Administrative Assistant for 26 years and filling her position is a pressing matter for the Multiple District.

### ***The Committee***

Listed here are the Members and Ex-Officio Members of the committee, a broad cross-section of senior leaders from each district in MD19.

PCC John Kirry (Chair)

PCC JD Nellor, (Dist N)

PDG Leslie Smith (Dist L)

PDG Chuck Robinson (Dist I)

PDG Joe Haggen (Dist O)

PDG Laura Wintersteen-Arleth (Dist S)

Ex-Officio

CC Steve Brooks

VCC Wanda Eddy

PCC Gary Reidel

PCC Patty Allen White

PDG Brien Patton

ED Peter Anderson

PZC Michele Barrie

### ***Discussion***

As reported to the Council of Governors Meeting in Penticton, the Strategic Planning Committee began our deliberations in September 2025, creating a process of finding a suitable replacement for our Administrative Assistant, Michele Barrie.

In our deliberations, we focused primarily on creating a comprehensive job description and a thorough job application package. We then reviewed multiple methods to get this job announcement “out there” into the business community. Our target for hiring was January/February 2026 in order to onboard a candidate to work alongside Michele during the very busy months when the District Conventions and MD19 Convention are ramping up and the office workload increases.

The job final description and job application was completed in late October and the candidate hiring process moved forward in earnest during the November and December time frame. A big Thank-You to PCC Patty Allen White and VCC Wanda Eddy for doing a great job of finalizing the working text of the documents. We were very pleased to see that by mid-January, we had received nearly 100 inquiries for the job. The screening/hiring team of ED Peter Anderson, Administrative Assistant Michele Barrie and office volunteer Gloria Hardin moved methodically to interview candidates.

We are very pleased to report that ALISON MARSHALL, a very highly qualified and motivated candidate, has been selected and has begun training the week of January 26 in the MD19 Office!

In mid-January, in anticipation of hiring a replacement for Michele, Executive Director Peter Anderson submitted a Grant Request to the Multiple District 19 Foundation. This grant request was seeking full funding for the new MD19 Administrative Assistant in the amount of \$26,400 covering side-by-side training with Michele through the end of June, 2026.

We are pleased to inform the Council that the full grant amount was unanimously approved by the Multiple District 19 Foundation on January 26, 2026.

We welcome our new employee-trainee Alison Marshall and look forward to meeting her in person.

We also thank our current Administrative Assistant Michele Barrie for all her good work on behalf of the Lions of Multiple District 19. She's hasn't officially retired yet, and I'm sure we'll have a more proper send-off for Michele as the end of the Lions year approaches. But in the mean time, please add your personal thanks to Michele by coming by the office, or by thanking her at one of the upcoming District Conventions / MD19 Convention, or by simply sending her a note of thanks!

Respectfully submitted,

PCC John Kirry, Chair  
Multiple District 19 Strategic Planning Committee