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DISTRICT 23 GALAXY NEWSLETTER



D/Lt/C Ronald Gagen Sr., JN D23 SECRETARY

I'm sure most of you are familiar with the Data Base Program known as the DB2000. Being from the old school I just recently learned about it. While on the District 22 Bridge we did not have this available to us. I guess in the back of my mind I had thoughts like "who needs it". Boy was I wrong. This is a necessary tool made available to all Squadron Secretaries.

Along with my Significant Other, Judy Coffman, and tutored by D/Lt. Ernst Hofmann, we learned a bit about navigating through this most helpful program. The knowledge that you have at your fingertips, for example: Names, Addresses, Phone Numbers, Ranks and Grades, etc. is significant. One can even find the current grades of all members so as to contact them and make them aware that a class is coming up that they would be eligible to take and communicate with them as to whether they would like to enroll, or start a new class.

It took a little effort to set it up but once this had been accomplished, I as District Secretary can retrieve everything I need for preparing mailings and communicating with all District members.

Next year my membership in the USPS will have reached 50 years and the DB2000 provided information to me regarding all of the courses and the dates I had taken them.

Judy and I put together, and distributed a roster using the DB2000. The tools that were available to us were invaluable.

To SQUADRON SECRETARIES, I would like to stress that you keep all information for your squadron members updated in the DB2000, so all can communicate with each other and I can keep my records current.

TO SQUADRON HISTORIANS, I would like to remind you also to keep your records updated and remember you will be filing an annual report.