

To: Region 3 ExCom  
From: Pat Donohoe, Region 3 Secretary  
Subject: Secretary's Report  
Date: 17 January 2024

#### Key Meeting Information

The online location for the 22 January 2024 Region 3 ExCom Meeting agenda, reports and information is <https://ewh.ieee.org/reg/3/excom/meetings/2024-01/agendas.html>.

Please send any reports or agenda items to me by 6:00pm EST on Monday, January 22. The meeting materials will be available on the website by 7:00pm EST. Any materials received after 6:00pm will be posted after the meeting.

- Guidelines for Section reports can be found at the following link:  
<https://ewh.ieee.org/reg/3/excom/meetings/2024-01/r3rptgls.html>
- Guidelines for ExCom reports can be found at the following link:  
<https://ewh.ieee.org/reg/3/excom/meetings/2024-01/r3rptgle.html>

#### 27 November 2023 Region 3 ExCom Meeting

The meeting minutes of the Region 3 ExCom meeting held on 27 November 2023 are available on-line at <https://ewh.ieee.org/reg/3/excom/meetings/2023-11/excom-minutes.pdf>

Thank you for your service to IEEE.

Sincerely,

Pat Donohoe  
IEEE Region 3 Secretary  
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