

City Newsletter

From City Hall

March 2013

EMS Fundraiser

A Big Thanks!

Congratulations to all of the volunteers involved with the EMS Fundraiser this month. It was a huge success!

Thank you for all that you do. I won't mention any names for fear of leaving someone out who helped but you know who you are and hopefully how much the EMS squad and community appreciate your efforts!

Borough Talk

Borough Feasibility Report almost Complete

The dreaded "Borough" has been a subject of discussion for many years. How do we avoid being annexed? Is annexation by either the Ketchikan or Wrangell Borough avoidable?

The Prince of Wales Community Advisory Council, of which Coffman Cove is a part of, hired a consulting firm to prepare a Prince of Wales Island Borough Study. From the study, a document will be produced that answers community questions associated with the feasibility of Prince of Wales Island forming its own borough to avoid annexation and to pay for the operation of POW schools.

The Study is just that; A study. After the final document is produced in the end of April, the Prince of Wales Community Advisory Council membership will meet to discuss the idea of POW Island Borough formation. The decision is not up to the advisory council to make but only to discuss and gather information for our communities to evaluate. The voters make the decision. Please contact Misty Fitzpatrick if you have any questions or would like a copy of the study. The next POWCAC meeting will be May 28th @ 1:00 p.m. in Kasaan.

CALENDAR OF EVENTS

CITY OF COFFMAN COVE REGULAR COUNCIL MEETING

CITY HALL

APRIL 18TH AT 7:00 P.M.

AGENDA T.B.D.

PRINCE OF WALES MINING SYMPOSIUM

CRAIG TRIBAL ASSOCIATION

APRIL 23RD & 24TH

9 A.M. TO 4:30 P.M. DAILY

REGISTRATION AND \$30/ DAY FEE REQUIRED

HEALTH FAIR

CRAIG HIGH SCHOOL

APRIL 21ST

EARTH DAY

CRAIG HIGH SCHOOL

APRIL 26TH

CITY OF COFFMAN COVE COUNCIL WORKSHOP

CITY HALL

APRIL 2ND @ 6:00 P.M.

AGENDA: FY 14 BUDGET PREPARATION

Earth Day

Time for Spring Cleaning!

On Earth Day, April 22nd, please help us with "Camp Clean-up." Jean Soderberg is organizing a Coffman Cove Road Clean-up. Yes, all twenty miles! Please contact City Hall and sign up for a section of the road. The school kids have committed to the first three miles. Thank you Mr. Hughes.

Garbage bags are available at City Hall and you can drop the full bags off at the City.

MORE WAYS TO CUSTOMIZE THIS TEMPLATE

FOOTERS

To change the text at the very bottom of each page of your newsletter, click Headers and Footers on the View menu. Use the Header and Footer toolbar to open the footer, and replace the sample text with your own text.

INSERT SYMBOL

It is a good idea to place a small symbol at the end of each article to let the reader know that the article is finished and will not continue onto another page. Position your cursor at the end of the article, click Symbol on the Insert menu, choose the symbol you want, and then click Insert.

BORDERS

You can use page borders and text box borders to change the appearance of your newsletter. Borders on text boxes help keep different articles separate, and can set off sidebar articles from the rest of the page. To change a text box border, select it, double click its edge and choose the Colors and Lines tab in the Format Auto Shape dialog box.

QUESTIONS AND ANSWERS

Q: I would like to change some of the text box shading to improve the print quality. Can that be done?

A: Yes. To change the shading or color of a text box, select it and double click its borders to open the Format Text Box dialog box. Click the colors and lines tab and then choose the new color from the Color drop-down list in the Fill section.

Q: What's the best way to print this newsletter?

A: Print page 2 on the back of page 1. Fold in half and mail with or without an envelope. For best results, use a medium to heavyweight paper. If you're mailing without an envelope, seal with a label.

Q: I would like to use my own clip art. How do I change the art without changing the design?

A: To change a picture, click on the picture, then point to Picture on the Insert menu and click From File. Choose a new picture, and click Insert.

Inserting and Editing Pictures

Type your sub-heading here

You can replace the pictures in this template with your company's art. Select the picture you want to replace, point to Picture in the Insert menu, and click From File. Choose a new picture and then click Insert. Select the Link to File box if you don't want to embed the art in the newsletter. This is a good idea if you need to minimize your file size; embedding a picture adds significantly to the size of the file.

To edit a picture, click on it to activate the Picture toolbar. You can use this toolbar to adjust brightness and contrast,

Choose a new picture, and click the Link to File box if you don't want to save the art with the newsletter.

change line properties and crop the image. For more detailed editing, double-click on the graphic to activate the drawing layer. ■

Q: How do I change the text and borders that appear at the bottom of every page?

A: Click Headers and Footers on the View menu. Use the Header and Footer toolbar to navigate among headers and footers, insert date or time, or format the page numbers. To change the text in the footer, select it and type your new text. To change the border, click Borders and Shading on the Format menu.

Q: Can I save a customized newsletter as a template for future editions?

A: Yes. First make any changes you want to this newsletter, then click Save As on the File menu. Choose Document Template from the Save as type drop down list (the extension should change from .doc to .dot). Save the file under a new name. Next time you want to create a newsletter, choose New from the File menu, then choose your template.
