

Information

To: NACUA Board of Directors

From: Work Group on Local Arrangements for 2008 Annual Conference
Paul L. Parsons, Staff Liaison

Date: October 16, 2007

Subject: November 2007 Report
Work Group on Local Arrangements for 2008 Annual Conference

Charge to Work Group:

This Work Group serves as a resource to the NACUA staff to plan and manage arrangements for the Annual Conference. Advice expected from the Work Group members includes suggestions for local sponsorship opportunities, and preparation of listings and communications concerning recommended local activities, restaurants and points of interest.

Work Plan for FY 2007-2008:

- Staff will contact members of this year's Work Group regarding suggestions for local sponsorship opportunities, and recommended local activities, restaurants and points of interest in New York City, as well as suggestions for an off-site networking event to be held during the Annual Conference this year (a paid event).

Status: Staff is in the process of contacting members of this year's Work Group regarding the above.

- Staff will develop plans and materials for solicitation of sponsorship invitations.
- Periodic notes to the membership with information about New York will be issued to the membership, with assistance from Work Group members.