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To: NACUA Board of Directors

From: Work Group on Local Arrangements for 2010 Annual Conference
Paul L. Parsons, Staff Liaison

Date: October 16, 2009

Subject: November 2009 Report
Work Group on Local Arrangements for 2010 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 2009-2010:

- A meeting of members in the local Washington, DC area will be held this fall to discuss plans and preparations for NACUA's 50th Anniversary celebrations during FY 2009-2010 and specifically during the 2010 Annual Conference in Washington, DC.

Status: The meeting was held on October 8, and a number of suggestions and ideas were shared, and staff will continue planning and preparations for the remainder of the year. An agenda and more detailed information from this meeting are available upon request.

- Staff will develop plans and materials for this year's annual sponsorship campaign.

Status: Staff has developed campaign materials for the November 2009 CLE Workshop, and is in the process of assembling materials and leads lists for making contacts this fall for sponsorship of the 2010 Annual Conference (as well as the March 2010 CLE Workshop).

- Periodic notes to the membership with information about Washington, DC will be issued to the membership beginning next spring.