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September 5, 2009

Dear LERA Chapter Representative,

I hoped you have all enjoyed your summer as much as we have! As the summer comes to a close, we are turning our attention to the Annual Meeting. LERA's 62nd Annual Meeting will be held in Atlanta, GA on January 3-5, (pre-conference day to be held January 2). Enclosed please find a flyer with more information, and you can also check the website for full program information at www.lera.illinois.edu. Online registration and hotel sign-up will begin on September 15, 2009, and we'll be sending you more information as soon as it becomes available. If you register by the early-bird deadline of December 1, 2009, the registration fee for all four days is only \$75.

Please note that the NCAC & Chapter Representatives Meeting will be held from 11:30 a.m. to 1:00 p.m., Saturday, January 2, 2010 at the Hyatt Regency Atlanta, the hotel where all LERA events are taking place at the meeting. Someone from your chapter is encouraged to attend and represent your chapter. There are many other sessions scheduled that will be of interest to practitioners and that feature numerous chapter members from around the country.

I've enclosed a few other items for you to share with the rest of your chapter members at your next meeting. These include a complimentary copy of the latest edition of the *Perspectives on Work* magazine as well as the Chapter Awards nomination form. **Nominations are due by October 15.** We also have some meetings materials available at no charge to chapters on a first-come, first-serve basis, including various types of name badges and some large LERA-imprinted envelopes suitable for meeting packets. All the badges fit 3" x 4" name badge inserts, which are not included. The items available are:

- About 300 pin-style clear plastic name badges
- About 250 lanyard-style clear plastic name badges
- About 500 LERA-imprinted large, blue meeting packet envelopes (sample enclosed)

Lastly, if your chapter is interested in purchasing a quantity of the large, black LERA-imprinted name badges, we have extra in stock and would be happy to let you purchase these at the bulk price that we pay for them, which is about \$2 each. Please contact me if your chapter is interested.

Thank you for serving as the liaison between this office and your chapter, for keeping your members up-to-date on activities and publications that may be of interest to them, and for forwarding changes in officers' contact updates and chapter event information to us throughout the year. I will try to keep the most current information about your chapter online to help drive membership and attendance at your events. I am working on a new e-calendar for your chapter profile online, and will be spending some time developing new chapter blog sites, if you are interested. As always, please give me a call or send me an email if you have any questions.

Cordially,

Emily E. Smith