

Stephen R. Lindauer Impartial Secretary/CEO

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Memorandum

To: NMAPC Board of Directors

From: Stephen R. Lindauer

Date: June 20, 2007

Re: NMAPC Board of Directors Meeting August 22, 2007

The next meeting of the NMAPC Board of Directors will be held on Wednesday, August 22, 2007 from 4:00 P.M. to 5:30 P.M. This meeting will be held in the Plantation Room following the NMAPC Labor-Management Committee at the **Kingsmill Resort**, 1010 Kingsmill Road, Williamsburg, Virginia 23185. A dinner will be held for all Committee members on Wednesday evening, August 22, 2007 from 6:30 P.M. to 9:00 P.M. and on Thursday, August 23, 2007 there will be a cookout beginning at 6:30 P.M.

Hotel accommodations must be made by contacting the Kingsmill Resort Reservation Department at (757) 253-1703 or (800) 832-5665 prior to the cut-off date of Friday, July 20, 2007. In order to reserve your sleeping room at the NMAPC special rates of \$234 per night plus tax for single or double occupancy, please reference the NMAPC room block.

To register for these upcoming meetings and events go to the NMAPC website at <u>www.nmapc.org</u> and select *Meetings and Conferences*, next enter your *User Name* and *Password*, then select *NMAPC Board of Directors Meeting*, then click-on *Register Now*. If you have any questions regarding online registration, or if you need your *username* and *password*, please contact Ms. Gwen Jackson at (703) 841-9707 extension 111.

Should you have any questions or require additional information relative to the meeting, please contact me **at (703) 841-9707 extension 117**.

SRL/gj

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