

Memorandum

To: NMAPC Labor-Management Committee Members

From: Stephen Lindauer, Impartial Secretary/CEO *SRL*

Date: June 23, 2011

Re: **NMAPC Board of Directors Meeting – August 23, 2011**
Omni Bedford Springs Resort & Spa – Bedford, Pennsylvania

This next meeting of the **NMAPC Board of Directors** will be held in conjunction with the Third Quarter NMAPC Labor-Management Committee meetings scheduled for **August 23-25, 2011** at the **Omni Bedford Springs Resort & Spa**, 2138 Business 220, Bedford, Pennsylvania 15522. The **Board** will meet on **Tuesday, August 23, 2011** at **12:30 PM** with a working lunch.

To register visit the NMAPC website at www.nmapc.org and complete the following *Steps*:

- Step 1 Click on ***Events & Meetings***
- Step 2 Click on ***Meetings and Conferences***
- Step 3 Click on ***NMAPC Board of Directors Meeting***
- Step 4 Click on ***Register Now***; Next Enter your ***Username*** and ***Password***
- Step 5 Click on ***Register Me***, Complete the ***Registration Page***
- Step 6 Next Click ***Save & Continue***, Then Click ***Submit Registration***
- Step 7 To Make Changes to Your Registration Click ***Edit Registration***

The NMAPC administrative office has reserved a block of rooms at the Omni Bedford Springs Resort & Spa at a special rate of \$209.00 per night, plus tax for single or double occupancy, plus a \$15.00 per day resort fee. Please indicate your arrival and departure dates when registering for the meeting. All hotel arrangements will be made by the NMAPC. **The cut-off date for all sleeping room reservations is Tuesday, July 26, 2011.**

If you have any questions relative to the meeting agenda, please contact me at (703) 841-9707 extension 117. For questions regarding online registration contact Ms. Gwen Jackson at (703) 841-9707 extension 111.

SRL/gj