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Letter to Committee Members, January 8, 1991

Sue Burch

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January 8, 1991

M E M O R A N D U M

TO: Publicity and Public Relations Committee
FROM: Sue Burch
RE: Letters to Deans and State Library Associations

Our next letters are scheduled to go out January 14. I realize I am not giving you much time, but please try to get the letters out as quickly as possible since we are sending registration information which has a deadline of February 1st.

Any edits or changes you want to make in these drafts are welcome, but please send me a copy of what you send out.

I am enclosing the agenda and registration information for your letters. If you want to include more than one per letter, please just xerox the sheets.

Thanks for being so diligent about sending out your letters. Many of you get them out BEFORE the scheduled date. I'm impressed!

For now, these will be the last letters we send out. Perhaps we will send something out after our meeting in March to let everyone know what they missed! If you have any ideas, let me know.

/m

enclosures