8-9-1984

Letter to Margarette Dye regarding Secretary/Treasurer files, August 9, 1984

Ed Edmonds

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Ms. Margarette Dye
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35 Broad Street, N.W.
Atlanta, Georgia 30335

Dear Margarette:

The first installment of the transfer of official material is finally before you. I am sorry that it has taken me so long to send it. Please find enclosed the following material:

1. A check for $3,000.00. I will send the remainder of the money when the account is finally closed.

2. Copies of the invoice statement that we have used for the past few years. It will just need to be changed as to return address and membership dues period.

3. A portion of the supply of letterhead. The remainder will be forthcoming in a larger package.

4. Copies of financial statements and minutes from meetings during my term of office.

5. Copies of my ledgers including the operations account running totals, dues for 82-83 and 83-84, and the Detroit breakfast meeting.

6. Please note that the following people should be credited with 1984-85 dues payments: Evans, Chadwick, Avery, 5 staff members for the Inter American University of Puerto Rico, Blair, Cooper, Markel, Foy and Stillman. Attachments for all are included.

7. A copy of the current mailing list.

8. A supply of mailing labels.