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Letter to AALL Chapter Presidents regarding Chapter annual reports, April 18, 1988

William Jepson

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April 18, 1988

TO: Chapter Presidents
American Association of Law Libraries

SUBJECT: ANNUAL REPORTS FOR 1987-88

As you know, the Special Interest Sections, Representatives and all Committee Chairs of the Association are required to submit Annual Reports. These reports are of great assistance to the Executive Board and are also helpful to incoming Chairs and Representatives.

At the request of the Executive Board, Chapter Presidents are invited to submit an Annual Report for 1987-88. It is important to note that you are "invited" to do so; this is not required.

Annual Reports from the Chapters can be most helpful to all concerned:

(1) Your report could summarize major Chapter activities during the year, information that can be shared with other Chapters, via the Council or Chicago Headquarters.

(2) Information on successful programs to enlist new members will be helpful and can be shared with other Chapters, via the Council or Chicago Headquarters.

(3) Comments on problems and concerns that should be brought to the attention of the Executive Board and/or the Chapter Council.

(4) Information on successful professional educational and scholarship programs can be shared from a report via the Council or Chicago Headquarters.

If you decide to submit an Annual Report for 1987-88, all you need do is send me one copy for duplication. I will send copies on to the President, Vice President/President-Elect and to the Coordinator of the Council of Chapter Presidents. Information and suggestions that will be of value to other Chapters can be taken from the reports and passed on to other Chapters. In addition, if your report indicates that there is an item that needs attention by the Executive Board, we will bring it to their attention at the Atlanta Annual Meeting.
Annual Reports for 1987-88 are due by June 1, 1988. If you decide to submit one, I will appreciate having it by that date.

Cordially yours,

WILLIAM H. JEPSON
Executive Director

WHJ/lp
cc/ The Executive Board
    Ms. Maryruth Storer, Coordinator, Council of Chapter Presidents