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January 9, 1978

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SECRETARY-TREASURER Dr. Earl J. Freise Assistant Director Office of Research & Sponsored Programs Northwestern Univ. Evanston, Ill. 60201 TO: Officers and Trustees

FROM: Dr. Earl J. Freise, Secretary-Treasurer

With the upcoming annual SUPA meeting, there will be an Executive Committee dinner meeting on Sunday evening, January 5, 1978 at the Hyatt-Regency Atlanta at 7:00 p.m. The room name will be available at the registration desk. The following items will be discussed:

- 1. Charter and Incorporation of SUPA.
- 2. Nominating Committee report on candidates for office during 1978. Two trustees, two vice-presidents, the president and the secretary-treasurer positions have to be filled.
- 3. Letter from Edward MacCordy to trustees (copy attached).
- 4. Possible affiliation or merger of SUPA with LES or other professional groups (copy of Larry Gilbert's letter attached).
- 5. Program for 1979 Annual Meeting.
- 6. Other items of business.

If you are unable to attend, please contact Mr. Woodrow to advise him of your comments on any of the above items.

Please note that if you wish to contact me, my new address is:

Director Office of Research and Program Development University of North Dakota University Station, Box 8138 Grand Forks ND 58202 (701) 777-4278

I look forward to seeing you on January 5th.

Sincerely yours,

Dr. Earl J. Freise Secretary-Treasurer

EJF/1t 2 Attachments