

ALUMNI COUNCIL WEEKEND INFORMATION

September 11-13, 2009

Enclosed is the preliminary schedule of events which will enable you to determine when you should arrive and depart.

Note carefully what time your first responsibility begins. *General events and Committee meetings* begin on Friday, September 11. There will be an Alumni Council opening session at 1:30 p.m., followed by the Q&A with President Krislov. During the weekend you should feel free to attend constituent meetings of interest to you during times when you are not involved in other activities. However, you should speak to the Committee chairperson should you wish to attend other committee meetings. **New Council Members, Class Presidents, and Executive Board members should note orientation meetings and plan to attend.**

We will be accepting Alumni Council Weekend reservations online. You will also find a registration form for room accommodations at the Oberlin Inn and for meals. Please return this form **by August 14** to the Alumni Office, even if you cannot attend the weekend. **Note:** Upon receipt of your registration form, the Alumni Office will send you an email or a confirmation letter.

As usual, there will be too few rooms at the Oberlin Inn to meet our complete needs, especially single rooms.

All reservations will be handled on a first-come, first-served basis. We appreciate your understanding and cooperation. **Enclosed is an area motel and B & B list.** A rental car may be necessary, since there is no public transportation to and from the motels to Oberlin.

Each member of the Alumni Council is required to make a financial contribution to the College annually. The amount of giving is left solely to the discretion of each volunteer. Contributing financially is an important symbolic and tangible expression of support to Oberlin College.

All Council members are expected to cover as much of their travel expenses as possible. The Alumni Association does not wish to limit the participation of any alumnus/a because of financial restrictions. Therefore, your folder will include a travel expense form which should be filled out, whether you intend to contribute all or part of your expenses or whether you wish to be reimbursed, and returned to the Alumni Office ASAP. **We must have original receipts for all expenses with the form.** Please plan to pay your room bill when you check out and include it when you list your expenses. For your information, the Reimbursement and/or Gift Credit Policy is enclosed. **Please remember to save your original receipts for expenses and submit your gift form no later than October 16, 2009.**

Note: Class Presidents. If you cannot attend the weekend, please contact your class vice president, or another class representative, to attend in your place. Remember to arrange who will be responsible for writing the class letter following the weekend. Let the Alumni Office know as soon as you can who is attending so that person may receive appropriate notices of the weekend. **New** class presidents should plan to attend the Orientation Luncheon for all new Council Members on Friday at noon and will meet for an information session at 10:15 a.m. on Saturday.

Note: College/Conservatory Class/Cluster Agents. You will receive a special mailing from the Alumni Fund Office about your sessions. **All** college and conservatory cluster agents should plan to attend the opening session. Meetings specific to class/cluster agents will take place throughout the day on Saturday.

Note: Reunion Planners. Alumni Council members in the following classes (1949, 1950, 1951, 1960, 1964, 1965, 1966, 1979, 1980, 1981, 1985, 1999, 2000, and 2001) are invited to help plan the reunion for May 2010. Refer to the preliminary schedule for dates and times of planning meetings.

When you arrive in Oberlin, be sure to pick up your weekend folder, with the updated schedule, **in the Oberlin Inn lobby.** Folders also will be available during the Friday reception in the Science Center Commons. If you arrive on Saturday morning, your folder will be in the Oberlin Inn lobby.

If you have questions about the Alumni Council weekend, please contact the Alumni Office—
phone: 800.693.3167, ext. 1; e-mail: alumni@oberlin.edu; fax: 440.775.6748.

We look forward to seeing you in September and to receiving your completed forms soon. In the meantime, enjoy the rest of your summer!