

March 1, 2011

Name
Address
City State Zip

Dear (Salutation):

Congratulations, you have been nominated to membership on the Lewis and Clark College Board of Alumni. The Board will be conducting elections at our June meeting. In preparation for doing so, we are seeking additional information from potential new board members. To that end, please fill out the attached form, and forward it along with your resume and a brief cover letter to the Alumni and Parents Program Office. A postage paid mailing envelope has been provided for your convenience.

In addition to asking for information from potential board members, this letter also serves to outline the benefits and obligations of membership on the Lewis and Clark Board of Alumni. Board membership is a wonderful way to give back to our alma mater. Not only do board members have the pleasure of visiting campus three times a year to meet and interact with current Lewis and Clark community members, we also represent and give voice to the worldwide body of alumni. See the next page of this document to learn about some current board activities and initiatives.

If you choose to stand for election and are chosen to serve on the Board, there are also several expectations of membership. The first, of course, is regular attendance at meetings, which take place on campus three times yearly. The meetings serve as an opportunity both to conduct our business, and to establish and maintain working relationships with campus members, including students, faculty, staff, and administration. You will be asked to serve on one of three working committees, and as your time on the board continues you may be asked to assume a leadership role on one of the committees. Much of the work of the committees takes place by telephone or email between board meetings. Current Board of Alumni committees include: Fundraising, Events and Volunteers, Communications and the Administrative Committees. Responsibilities of board membership are outlined on the next page of this document.

When I think of the life I lead today-- my career, my beliefs and my approach to the world, the stamp of Lewis and Clark can be seen at every turn. I can say from my own time on the Board of Alumni that it is a pleasure to give back to my alma mater. It is fun to be on campus, and energizing to meet and work with alumni from all eras. It is satisfying to know that I am making a difference to the students of today's Lewis and Clark. I hope that the information outlined in this packet clarifies both the benefits and obligations of board participation.

Please review this packet, including the application form and request for further documentation. If you wish to be considered for election, send your application information back to the College by **March 31st, 2011**. If you have any questions, or would like to discuss your board nomination further, please feel free to call me at 503-490-5793.

Sincerely,



Amelia Wilcox, Ph.D.
President, Board of Alumni