

Hi, All! This is Conference E-mail #2. An archive of all conference e-mails can be found on the Delegate Resources page on the website <http://ropaweb.org/support/2017-conference-email-archive/>

I hope everyone has determined who will be representing your orchestra at the conference, and that flights and hotels are being booked. Please refer to Conference E-mail #1 for information on how to make reservations. If someone other than the Delegate will be attending the conference, please let me know right away so I can make sure information is headed to the proper place.

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All Delegates need to submit an Orchestra Report for the conference. If you are subbing for a Delegate, please be in contact with him/her and make sure that a report is written up and sent in. For those of you who are new, an orchestra report is a 1-page summary of your orchestra's activities this past year. A sample can be found at this link:

<http://ropaweb.org/wp-content/uploads/2013/05/Sample-Orch-Report.pdf>

Check with your orchestra committee for information that could be included in this report. Please e-mail this report to me (karensandene@gmail.com) prior to July 4th, so they can be placed on-line prior to conference. These Orchestra Reports highlight the state of regional orchestras across the nation at this point in time, so it's important to turn them in. Thanks!

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Also, if your orchestra has reached a contract settlement this season, please submit information for a Settlement Bulletin

The link to the on-line Google form to submit information is: <http://tinyurl.com/Settlement-Bulletin-Form> . A Word Template is attached to this email if you'd prefer that format.

You can find prior Settlement Bulletins on the website at: <http://ropaweb.org/news/settlement-bulletins/>

I will format the bulletins and send them back to you for approval. These bulletins will be distributed at Conference, so please get these to me as soon as possible as well.

Thanks! Karen Sandene / ROPA Secretary