

TO: NATIONAL COMMITTEE MEMBERS

FR: Teresa Bidart

RE: May 18-20, 2017 NATIONAL COMMITTEE MEETING, Oakland, CA

DATE: March 31, 2017

HOTEL

Courtyard Marriott Oakland Airport
350 Hegenberger Road
Oakland, CA 94621

TRANSPORTATION

Courtyard Marriott Oakland Airport hotel will provide complimentary shuttle service from/to Oakland airport.

TICKET PURCHASE:

21-day advance ticket purchase is April 19, 2017.

SLEEP ACCOMMODATIONS

Room reservations at the Courtyard Oakland Airport hotel are for **Thursday, Friday, and Saturday nights**, unless you inform me otherwise as soon as possible.

MEETING SCHEDULE:

The National Committee meeting convenes at 6:00 p.m. on Thursday May 18 with dinner at the hotel.

Adjourns at 5:00 p.m. Saturday May 20, 2017

PRECIS: Due in the office May 4, 2017

OAKLAND PERDIEM, FOOD AND MEETINGS: Breakfast: \$17.00 Lunch: \$18.00 Dinner: \$ 34.00
Breakfast will be provided by the hotel. Meetings will be at the hotel. We will provide lunch on Friday and Saturday. Dinner will be provided on Thursday night. Friday and Saturday dinners are on your own. (There will be no reimbursement for breakfast and group's lunch and dinner provided by the hotel).

I NEED TO KNOW:

If you are bringing someone with you and if you are not going to stay three nights at the hotel. Additional information will follow.

Self-Development of People Sunday is April 2!