

Date: May 20, 2008

To: SAAS Association Program Chairs  
Executive Council

Thanks for a very successful meeting in Dallas! The SAAS web site has been updated with minutes and registration numbers for the Dallas meeting. Our numbers were way up! Please take a minute to review, and if you have any comments let me know.

We will be meeting at the Westin Peachtree Plaza Hotel in downtown Atlanta from January 31<sup>st</sup> through February 3<sup>rd</sup>, 2009. Group rates are: single and double rooms, \$144/night; and triple and quad rooms, \$164/night. **Deadline for reservations at the group rate is 5pm eastern time January 16, 2009.** SAAS's opening session and reception is scheduled for the afternoon and evening of Sunday, February 1.

Please remember that SAAS' participant's registration fee was raised to \$60 and graduate student registration fees remain the same at \$5. The attached spreadsheet has your organization's meeting room assignments and contact information for the SAAS Conference in Atlanta. Please review for space not adequate or not needed, any additions or changes in room description and/or title, and if the AV indicator for the need of a screen, projection table, and power source is not correct. SAAS provides the above for each organization, if needed. Email corrections to me or we can discuss in the teleconference. As in the past, each organization or presenter will be responsible for providing or arranging for additional audio/video equipment and food and beverage for breaks and meals.

**I will need your organization's program in electronic format (MSWord format preferred) to include in the SAAS program by December 1, 2008.**

**I have scheduled a SAAS 2009 Event Planners Teleconference Call for 2 pm Central Time on Thursday, May 22.** This is to start the planning process!

**Teleconference Agenda:**

1. Meeting Room Assignments Worksheet
2. Registration  
SAAS participant's registration fee was raised to \$60 and graduate student registration fees remain the same at \$5.
3. Schedule/deadlines  
**I will need your organization's program in electronic format (MSWord format preferred) to include in the SAAS program by December 1, 2008.**
4. Ag Renewable Energy Opening Session and Symposium – New Multi Discipline Symposium
5. Questions/Open Discussion

**The teleconference call is scheduled for 2 p.m. Central Time on Thursday May 22.**

Participants should call 225-578-4942 (8-4942 on LSU's campus) at 2 p.m. promptly.

You will hear: *Welcome to Voice-Plus Conferencing.  
Please enter your Conference ID.  
Press the # key when complete.*

Participants will press (Conference ID) **608973#**.

You will hear: *Welcome to Voice-Plus Conferencing.  
For conference chairperson services, press the # key.  
All other participants please wait.*

Participants should wait for the meeting to start.

I am looking forward to another exciting and successful meeting in Atlanta! Additional meeting and conference information can be found on the [SAAS Atlanta website](#).



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