

# The Mathematical Association of America

(INCORPORATED)

Alfred B. Willcox  
Executive Director



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October 14, 1974

To Chairmen and Secretaries of all Sections

Dear Colleague:

A meeting of Section Officers of the Association will be held at 7:00 p.m. on Saturday, January 25 in the Shoreham Hotel in Washington, D. C. All Section Officers, Section Governors, and other representatives of the Sections are invited to attend this meeting.

One representative of each Section is to be designated as its official representative. It is desirable that the official representative be an elected officer. However, if this is not possible, another person should be appointed who is actively interested in the work of the Section. The Section Representative should be prepared to report at the meeting on special activities of his section.

By vote of the Board of Governors, "one elected Section Officer (Chairman, Vice-Chairman, Secretary or Treasurer) of each Section or a representative of the Section designated by them (shall) be reimbursed for his travel expenses incurred in attending a meeting of Section Officers on the same basis as members of the Board of Governors, provided that a member of the Board of Governors may not be reimbursed also as a Section Officer for attendance at the same meeting." The formula for calculating travel reimbursement has been established in recent years to approximate round-trip Tourist Class Airline fares. However, I am sure that you are aware that the Association incurred a very serious deficit of over \$77,000 last year and that, therefore, stringent measures are required to eliminate such deficits from future operations. You know also that the dues for next year have not been increased over those in effect this year in spite of inflation.

The Finance Committee has, therefore, asked me to urge each Section that has the possibility of sending as its delegate someone who can have his or her travel expenses to the Washington meeting paid from other sources (a grant available to the person, funds from the person's institution which are particularly easy to obtain when that person happens to present a paper at the meeting, etc.) to take advantage of this so that the Association would not have to pay these expenses. It would also be helpful if other sources could help even with partial reimbursement of travel expenses, the remainder being paid by the Association. If your Section has no officer who can obtain reimbursement of his or her travel expenses from other sources, the Association will, of course, pay these expenses to your chosen representative in accordance with the established formula.

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May I have a statement from the Chairman of each Section giving the name and address of the official representative of his Section? Please send this information to me as soon as possible, preferably before December 1. A copy of the agenda of the meeting will be sent to each official representative and to any others who request it.

I sincerely hope that every Section of the Association will be represented at this meeting.

Sincerely,

A handwritten signature in cursive script that reads "A. B. Willcox". The signature is written in dark ink and is positioned above the typed name and title.

A. B. Willcox  
Executive Director

ABW/mst