

**Accredited Standards Committee  
X3, INFORMATION PROCESSING SYSTEMS\***

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Project:

Ref. Doc.:

Reply to: Floyd E. Ross  
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TO: X3T9, X3T9.2, X3T9.3, X3T9.5, AND X3T9.6

SUBJECT: REQUEST FOR 1988 MEETING HOSTS

This letter is a request for those interested in hosting a meeting next year to contact me by the April meeting. This will enable us to establish a proposed 1988 meeting list by the June meeting where straw votes will be taken to finalize the 1988 meeting locations/schedules.

X3T9 and its task groups meet every other month, February through December, with the third week preferred except for December. Meetings run Monday through Friday, with concurrent sessions on some occasions.

In choosing meeting locations/schedules, one of the prime factors is local weather conditions - nobody wants to meet in the North in winter with the possibility of a major travel disruption. Other considerations are related to achieving a representative set of locations such that travel requirements are reasonably balanced out across the membership and regions of the country.

The city should be readily accessible to air travel. The specific location chosen should be convenient and offer easy access to the surroundings of interest of that locale. Recommendations relative to local points of interest, restaurants, etc. are always appreciated.

Block bookings should be made at a hotel so that the attendees can mingle freely outside meeting time. Meeting rooms should be convenient to the hotel or in the hotel itself. Coffee may be provided at the discretion of the host. Overhead projectors are sometimes required.

Potential hosts might wish to consider obtaining assistance from Classic Consulting International (604 682-2600) in planning the meeting. X3T9's experience this year shows that Dawn and Judy Williams of CCI are able to improve our meeting arrangements while gaining a cost savings for both the host and the attendees.

With the expected attendance of 200 individuals in the course of a week, hosting an X3T9 meeting provides an excellent opportunity for a corporation to promote their locale, their product, and their corporation.

With all of the above in mind, would anyone who wishes to host a meeting next year please contact me as soon as possible. Please be prepared to recommend one or more meeting date possibilities.

Sincerely,



F. E. ROSS