

A 'THANK YOU' NOTE TO THE HOST COMMITTEE

Dec. 12, 2012

Dear AACC Host Committee Colleagues:

We are very well organized this year!

Date

We met in November 2011 to select a date for AACC 2013 event.

Location

We met several times last year to find a hotel that meets our organization's needs. We selected Hyatt after seeing a number of hotels.

Communications

(1) In January 2012, we have asked Thai community to publish our event's date, time, and location in their program book. (2) We also informed everyone at the banquet about our event's logistics and program – *from **down to dust**, from **nine to midnight***. (3) Wherever we go during the Asian Heritage Month, we distributed our flyers to public. (4) We posted our program on websites. (5) I met with Board members three times to promote our event. (6) We advertised it on *Hom Nay* Magazine for July, Aug., Sept, Oct. Nov. issues, among other means of communication.

Priorities

We set priorities and did our best to follow through:

- P1-Sponsorship
- P2-Program
- P3-Participants (ticket sales)
- P4-Quality check
- P5-Program assessment

Meetings

All important decisions were/are made at meetings.

- [09] AACC Host Committee meetings (for Viet Host Community)
- [07] AACC Planning Committee meetings
- [05] AACC Board meetings
- [11] Partnership meetings (churches, temples, community reps, Hyatt, etc.)

Actions

We are able, willing, and ready to successfully carry out our plan in February of 2013. We have honestly and sincerely done our best. God will bless our actions and deeds.

With much appreciation

Thank you all for working together. We know ... together, we are stronger.

Sincerely,

Dr. Nguyen-Trung Hieu
President, AACC Board of Directors