

TO: TDNA Officers and Directors

FROM: Ken Whalen

DATE: November 23, 2005

SUBJECT: **December 1, 2005 Board of Directors Meeting**

Please find enclosed your copy of the board book for the December 1, 2005 TDNA Board of Directors meeting to be held in the **Shivers Room** (not the Green Room this time) at the Headliners Club in downtown Austin, 221 West Sixth Street, on the 21st floor of the Bank One Building.

The meeting is scheduled to begin promptly at 10:00 a.m. and should conclude by 1:30 p.m.

The board book contains all of the reports and supporting information to be presented at the meeting. Hopefully you will have the opportunity to review the reports prior to December 1.

Coffee, tea, soft drinks and rolls will be available in the meeting room for those arriving early. A working buffet lunch will be provided.

Those arriving by air should allow at least 30 minutes for the ride from the airport to the Headliners Club.

The principal purpose of the December board meeting is to adopt the 2006 calendar year operating budget.

If you have any questions relating to the reports or meeting agenda, please give me or President Walker a call.