

SAMPLE BROWN BAG LUNCH INVITATION

ASAE & The Center's Finance & Business Operations (FBO) Section Council strives to present local opportunities to network and share knowledge through its recurring FBO Day program. This facilitated brown-bag discussion gives you a chance to connect with your peers and discuss important issues facing today's busy FBO and HR professionals.

The Fall 2007 FBO Day will take place on Wednesday, November 14, 2007 from Noon – 2:00 p.m. CST. The topic of this program is Risk Management in Human Resources. This is a great opportunity to network and gain insight from other FBO professionals in your local area.

Enhance your knowledge of key risks facing the Association industry and discuss with peers current practices and techniques relating to managing operational, financial, ethical and compliance risks.

Gain insight into new and different ways to think about this topic by hearing what is and is not working for your peers. Please note, this is not a lecture format, attendees will be encouraged to engage in the discussion. At this is a facilitated discussion, we invite you to share your most common challenges encountered in your risk management preparations, as well as your effective practices. Join us to gain new perspectives and learn about valuable tools to aid you in your risk management process.

This program is an informal brown bag discussion for FBO professionals in the Indianapolis area.

So bring your lunch, any questions or success stories you have to share and your enthusiasm.

Space is limited, so please register by Monday, November 12th by visiting:

What: ASAE & The Center FBO Section Fall Round Table Discussion: "HR – Risk Management"

When: Wednesday, November 14th, 2007; 12:00 - 1:30 p.m.

Where: ASAE & The Center is proud to host this event at:

Honor Society of Nursing Sigma Theta Tau International
550 West North Street (on the IUPUI Campus)
Indianapolis, IN 46202-3162

RSVP: RSVP soon as space is limited. Please RSVP by Monday, November 12th to ASAE & The Center at:

Questions: Please contact

ASAE & The Center

FBO Council Host

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We hope to see you there.

Best regards,

David "DJ" Johnson