

TO: Workforce Investment Board

DATE: 05/11/06

FROM: WIB Staff

For Action

For Information

For Discussion

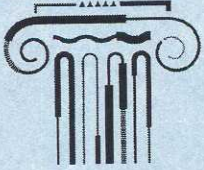
SUBJECT: Letter of Appreciation

PROPOSED MOTION(S): For Information Only.

DISCUSSION: On November 10, 2005, the Workforce Investment Board approved financial support for the Jay Conrad Levinson Marketing Guerrilla Seminar. The event was held at Merced College on February 25, 2006, as scheduled. Attached is a letter of appreciation from Robin M. Shepard, Executive Director, Merced College Forum, for your review.

**ATTACHMENT(S):
Appreciation Letter**

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"The mission of the Merced College Foundation is to provide support for the activities and programs of Merced College which are necessary to maintain excellence in all areas of education and community service."

March 20, 2006

Andrea Baker
Workforce Investment Board
1880 Wardrobe Avenue
Merced, CA 95340

Dear Andrea,

Please accept my sincere appreciation for the Workforce Investment Board's support of our Business Forum 2006 series at Merced College. I am gratified by your investment in this important project and I am looking forward to our two remaining seminars.

I have heard many positive comments regarding the Jay Conrad Levinson Guerrilla Marketing seminar on Saturday, February 25th. Mr. Levinson provided a comprehensive look at how to market small businesses with little resources, and for those who attended I'm certain they walked away with much valuable information. I know I did. I took copious notes during the seminar and will certainly use this new knowledge to better promote the College.

Thank you again, Andrea, for your generous contribution to the success of Business Forum 2006.

Sincerely,

Robin M. Shepard
Executive Director