

IMPORTANT ANNOUNCEMENT REGARDING MEMBER LISTSERV

Members,

During our recent Winter Meeting, the Technology Committee approved a number of changes designed to improve the ability of NCDA staff to communicate information to members. One of these changes involves the NCDA Member Listserv. As you know, the Member Listserv allows members to exchange information with each other and with NCDA staff. NCDA staff have also used this listserv to broadcast announcements to the membership. Unfortunately, many of our members have chosen to unsubscribe from the Member Listserv because they believe they are receiving too many extraneous messages. This impedes the ability of NCDA staff to transmit urgent information to the membership, information that often cannot wait until the next edition of the *Washington Report*.

To remedy this situation, the NCDA staff has developed a new “Washington Alert” email list that will be used to relay important staff announcements to the NCDA membership. NCDA members will not be able to reply directly to these messages, although members are welcome to direct replies to NCDA staff members at their individual email addresses when necessary.

We encourage all NCDA members to subscribe to the new Washington Alert list, regardless of whether they choose to subscribe to the regular NCDA Member Listserv. If you are already subscribed to the original NCDA Member Listserv, we will automatically add your email address to the Washington Alert list. If you are not subscribed to the NCDA Member Listserv, or if you are not sure whether you are subscribed, please **complete and return the form on the other side** to ensure that your email address is added to the Washington Alert email list. The original NCDA Member Listserv will continue to function as it has in the past, allowing subscribed members to engage in ongoing exchanges of information with each other and with NCDA staff.

Remember, the only messages you will ever receive as a result of subscribing to the Washington Alert email list are important announcements and updates from the NCDA staff in Washington, DC.

If you have any questions or concerns regarding the new Washington Alert list, please contact Jeff Falcusan at (202) 887-5526 or at jeff@ncdaonline.org.



WASHINGTON ALERT EMAIL LIST SUBSCRIPTION FORM

If you are not currently subscribed to the NCDA Member Listserv, or if you are not sure whether you are subscribed, please complete and return this form. If you are already subscribed to the Member Listserv, you may ignore this form; we will add your email address to the Washington Alert email list automatically.

Name: _____

Community: _____

Email Address: _____

___ Please add my email address **only** to the Washington Alert email list.

___ Please add my email address to the Washington Alert email list **and** to the Member Listserv.

Please return this form to Jeff Falcusan.

FAX:

(202) 887-5546

MAIL:

**522 21st Street NW Suite 120
Washington, DC 20006**

You may also email your preference to Jeff at jeff@ncdaonline.org