

UBBN

UNION BULLETIN BOARD NETWORK

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WESTERVILLE, OHIO 43082
800-969-4702
www.ocsea.org

FEBRUARY 19, 2007

*It's easy to
submit your
meeting
notices
online!*

Submit our subordinate body's meeting notice requests for the PEQ magazine

OCSEA is currently accepting meeting notices for publication in the Public Employee Quarterly magazine for the Spring 2007 issue.

2007 Issues	Last Day to Submit Notice (Production Deadline)	Mail Delivery Date	Earliest 15-day Meeting Date
Spring	3/25/07	4/28/07	5/13/07
Summer	6/25/07	7/28/07	8/12/07
Fall	9/23/07	10/27/07	11/11/07

Only requests that comply with the OCSEA Constitution and Bylaws and OCSEA policy will be honored, per the policy (POF). Only subordinate body officers and/or election committee members are authorized to submit these notices.

Use this online form to request meeting, nomination, and election notices in the Public Employee Quarterly.

STEP 1 - Contact Information - REQUIRED

Date of submission:

2/15/2007

First Name:

Last Name:

Office / Position:

SSN:

Home Email:

Home Phone:

Work phone:

Street Address:

Address Line 2:

City:

State:

Zip:

STEP 2 - Meeting Information - REQUIRED

Date of Meeting:

Type of Meeting:

“Now *that's* convenient!”

We can now submit our subordinate body meeting notice requests *online!*”



That's right, chapter, district and assembly officers can now submit meeting notices for publication in the *Public Employee Quarterly* magazine from the comfort of their own home. Leaders with access to the Internet can now take advantage of OCSEA's new online meeting notice submission system located at:

www.ocsea.org/meetingnotice

OCSEA is currently accepting meeting notices for publication in the Spring *PEQ*. The deadline to submit requests for that issue is March 25.

Please note: Meetings published in the Spring *PEQ* must take place on or after May 13. The online system will also notify users if there is not enough lead time to make it into the next issue of the *PEQ*. If the deadline has passed, users will be offered the option of requesting that a postal mailing be done for the meeting.

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