



Local, State &
Federally Funded

An Equal
Opportunity
Employer

LAKE COMMUNITY ACTION AGENCY, INC.

"Caring and Sharing"

501 North Bay Street • Eustis, Florida 32726
(352) 357-5550 • (352) 357-3497 • (352) 357-7070
FAX (352) 483-2298 • <http://www.lakecaa.org/>

Executive Director:

James H. Lowe, CCAP

October 8, 2009

Mr. Jay Evans, City Manager
City of Leesburg
P O Box 491286
Leesburg FL 34749-1286



Dear Mr. Evans:

It is our desire that responsible leaders from businesses, public officials, education, industry, labor, religion, significant minority groups, and other major activities and interest join with us in the challenging work of helping people attain self-sufficiency.

The City of Leesburg is being asked to consider helping represent the Public Sector on the Lake Community Action Agency Board of Directors.

We also take this opportunity thank you for the invaluable services that you have rendered in the past years.

A public official who is appointed by his/her colleagues to serve may select a representative to serve in his/her place or in his/her absence. These representatives need not be public officials themselves, but they shall have full authority to act for the public official whom they represent at meetings of the board.

Please provide us with the name, telephone number and address of the person who will represent your elected public official when he/she cannot attend board meetings.

Your elected member will be presented as a nominee to the LCAA Board of Directors at the Annual Meeting, November 6, 2009, at the Eustis Community Center, Eustis at 7:00 p.m.

Please complete and return one of the enclosed two forms not later than October 28, 2009.

Thanks in advance for your consideration.

Sincerely,

Dorothy F. Everett, Board President
Nicie A. Parks, Secretary
James H. Lowe, Executive Director

Cc: Mayor Lewis Puckett

Programs:

Head Start • Early Headstart • Community Services Block Grant • Weatherization • Emergency Homeless
Summer Food • USDA Commodity • Federal Emergency Management Assistance • Affordable Housing
Mid-Florida Homeless Coalition • Family Resource Programs • Home Repairs • Energy Assistance • Youth Alcohol Prevention

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501 N. Bay Street
Eustis, Florida 32726

CERTIFICATION OF NOMINATION TO LCAA BOARD OF DIRECTORS

THIS FORM FOR GROUP ONE ONLY: PUBLIC OFFICIALS

Date: _____

(Name of City, Agency, or Activity)

We hereby nominate _____ to serve on the Board of Directors
of Lake Community Action Agency, Inc.

Tenure Year begins on January 2010

Signature: _____

Name & Title: _____ (Type or Print)

Nominee's Address and Telephone Numbers:

Telephone Numbers: Home _____ Work _____

Email Address: _____

This certifies that the person named was elected by members of the above organization as
a nominee to the Lake Community Action Agency, Inc., Board of Directors.

The election was held during an official meeting of the organization and the results were
recorded in the official minutes.

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Please return this completed form to: Lake Community Action Agency, Inc.

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Eustis, Florida 32726