



Enclosed in this mailing is your chapter's 2010 resume and the certificates for your chapter Royalty and Division winners. I know many of you will be planning or have already planned your annual award recognition meeting. If you are a small chapter or there were only a few division winners...get creative and come up with some other awards you can give. You can recognize accomplishments like – Volunteers Most Often – Most Cheerful – Most Likely to Walk in with a Smile on their Face... the possibilities are endless. The officers can get together or even better, appoint a committee to plan and prepare the awards. We all love to be appreciated for whatever it is we do.

Hope your chapter has taken off on their Road to Success in 2011! I know that many of you have had new members join your chapter already. Thank you for sending in these new members applications so quickly. Keep up the great work. Enclosed are My Day Ones to replace the ones you gave the new members.

**Treasurers**..please send in new member applications and renewals as soon as they pay.

**Weight Recorders** – please make sure that the starting weight and date on the applications agree with what you have on that member's weight chart.



### ELECTIONS.....

The first meeting in March is designated as the meeting to elect your officers. They will assume their offices the first week in April.

Headquarters will be mailing Form L001 – Officer Chart to your current Leader, or who Headquarters shows to be your Leader. If you do not have a form, you can download it from the tops.org website. It is VERY

IMPORTANT that this form be filled out at the meeting immediately after the election AND then dropped in the mail to me. If you have the capability, you can scan and email it to me. Save a stamp. Be prepared – have a stamped addressed envelope with you and the form can be dropped at the post office on the way home. I can email you the form as an excel spreadsheet that is already filled out with your current officers. You can make the changes needed and email it back to me if you would prefer. I will contact you ONLY IF someone is ineligible to be an officer. Otherwise, you can assume that those elected are cleared to serve.

### OFFICERS WORKSHOPS

- Vernie Nordstrom has a workshop already for February 19<sup>th</sup>. I hope her chapters are all planning on attending. Your Area Captain may be contacting you for a workshop in your area. Please make every effort to attend. I would be happy to meet with any chapter on a one-to-one basis. We can schedule this following a regular meeting or at another more convenient time. Your Area Captain may be available for doing a mini workshop with your chapter. Just give them a call.
- If you would like to come to my home for this meeting, that can be arranged also. If anyone is wanting to do this at my home- we will schedule and then I will send an email blast to other chapters in the area that might want to join us.

## TEXAS TOPS *STATE RECOGNITION DAYS* –



### **April Beaumont, TX**

The packets were mailed out three weeks ago. Registration deadlines are March 6. If you did not receive, please contact me or your area captain as soon as possible. Please read all the information provided and make copies for your members who will be attending and especially for those participating in any of the events. I hope many of you will arrive on Thursday and take advantage of the activities planned for that evening. I am looking forward to seeing you there as we recognize the successes of 2010

See you soon.....

*Cindy*

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Dallas, TX 75381  
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Cell 214-797-1976

TREASURER – PLEASE PLACE IN YOUR RECORDS FOR REFERENCE

## MEMBERSHIP FEES

Please remember to make the checks payable to ‘Cynthia Moore’ or ‘Cindy Moore’.

<b>Number of Apps and Renewals</b>	<b>Amount to submit to Coordinator</b>
<b>1</b>	<b>\$ 26</b>
<b>2</b>	<b>\$ 52</b>
<b>3</b>	<b>\$ 78</b>
<b>4</b>	<b>\$ 104</b>
<b>5</b>	<b>\$ 130</b>

Plus NEW MEMBERS have the option of purchasing The Choice is Mine for \$12 and/or the WORKBOOK for \$8 when they join. Additional monies are collected when they join and are sent with app to me. Headquarters will ship the materials directly to the member after receiving the info from me on my weekly reports.

## SPOUSE – HALF PRICE

Couples who decide that they only need one TOPS NEWS, can pay half price for the spouse, which is only \$13! If you have a couple join together on the same date, the half price spouse is determined by their first names. If the couple is Shirley and Dave, then Shirley is submitted at half price. If the couple’s names are Stan and Abigail, then Stan is submitted at half price. If you are processing renewals that have different renewal dates, then the member whose renewal comes up first in the calendar year is the full price and the one whose renewal date is later in the year is the half price renewal. If you are processing renewals that have the same date, the member with the highest membership number is the half price renewal.

## WHICH PIECES OF THE RENEWALS AND APPLICATIONS DO YOU SEND TO COORDINATOR?

When submitting applications and renewals, please remember to send in with the check either...

- White and yellow copy when you are using the membership application L-003
- The top TWO sections of the renewal form that comes from Headquarters. Printed on the side of these is “Headquarter Copy” and “Coordinator Copy”.

## AWARD ORDERS

Effective January 1 of LAST YEAR, Award orders are to be mailed to Headquarters with checks payable to Headquarters. Am mentioning this, as I still get orders, which I then return to the chapter to redo. It just slows down the time it takes for you to get your awards.

## MAILING ADDRESS

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