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AMERICA'S POVERTY FIGHTING NETWORK

Lima Allen Council on Community Affairs

540 South Central Avenue
Lima, Ohio 45804-1306

419-227-2586
Fax: 419-227-7626
http: www.lacca.org

December 23, 2014

Mr. Melvin Gravely
3195 Genevieve Dr.
Columbus, Ohio 43219

Dear Mr. Gravely:

It is my pleasure to write this letter of reference for you based on the most recent training that you conducted in the Lima community. Your expertize in parliamentary procedure is only exceeded by your ability to explain the rules in a way that laymen and women can understand. I have benefitted from your training in the past and when I was asked by our LACCA board to provide training to the officers, I knew that many more in the community would also benefit from the training. So we offered this training community-wide and it was well received.

Managing boards, whether you are the executive director or board officer can be one of the most challenging aspects of the job. Good information about how to handle board conflicts ahead of time, and clear bylaws adhering to Robert's Rules of Order are essential. You have provided the participants of your training with both.

I look forward to working with you again in the future and will continue to refer those in need or your guidance your way.

Sincerely,

Jacqueline Fox

Chief Executive Officer

Lima Allen Council on Community Affairs