

ATTENTION:
COOK INLET REGION, INC.
NOTICE OF ANNUAL MEETING

The Board of Directors of Cook Inlet Region, Inc. announces the Tenth Annual Meeting of Shareholders of Cook Inlet Region, Inc. to be held Friday, June 3, 1983.

Registration begins at 9:00 a.m.
Annual Meeting: 1:00 p.m.
Student Union Building
Alaska Pacific University
Anchorage, Alaska

The purpose of the meeting is to elect five board members and to act upon other business which may properly come before the shareholders.

PROXY DEADLINE:
May 24, 1983

All proxies must be received by 5:00 p.m. Anchorage time on Tuesday, May 24, 1983 by the Inspectors of Election, Pouch 4-88, Anchorage, Alaska 99509. A Proxy Statement on behalf of the CIRI Board of Directors and Annual Report have been mailed to all shareholders.

WORKSHOP ANNOUNCEMENT

● **May 16-20 MICRO-COMPUTERS FOR RURAL BUSINESSES**
(Co-sponsored by Tanana Valley Community College)

This five-day workshop will be an intensive, hands-on introduction to the use of the Apple II micro-computer for small businesses in rural areas. Emphasis will be on word processing, spreadsheets, accounting and data base management systems. Following the workshop, there will be an on-going audio conference course to provide reinforcement of the skills learned for participants once they return to village.

COST: \$500 per participant
LEADER: Helen Barrett

● **May 23-27 MICRO-COMPUTERS IN VILLAGE CORPORATION MANAGEMENT**
(Co-sponsored by Tanana Valley Community College)

This will be an intensive, hands-on workshop covering intermediate bookkeeping on an Apple II computer, and telecommunications networks. We will spend 3-4 days putting actual data into accounting records, using subsidiary systems such as accounts payable and payroll, closing the monthly accounting cycle, and producing financial statements. Attendees are encouraged to bring their own data if they have or are planning to buy an Apple II.

COST: \$500 per person
LEADERS: Helen Barrett and Sue Neil, CPA

June 8-10 HOW TO PREPARE FOR YOUR AUDIT

This three-day workshop will discuss village corporation audits: the auditors' purpose and procedures and how corporation staff can prepare for the audit. It will cover account reconciliations, gathering audit documents, inventory count procedures, and will include practice in preparing audit schedules and posting audit entries.

COST: \$250 per person
LEADER: Sue Neil, CPA

REGISTRATION INFORMATION

Early registration is recommended; enrollment will be limited. Payment must accompany registration to insure placement in the workshop. Registration will be accepted at the door on a space available basis only.

For further information or to register, write or call:



127½ Minnie Street
Fairbanks, Alaska 99701
Phone: 452-1601

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