

Cover Letter

[Date]

Dear Colleagues,

The Institute of Museum and Library Services (IMLS) thanks you for taking the time to participate in the IMLS Community Salute Town Hall. We are grateful for the rich dialogue and very much look forward to continuing to be in touch with you.

In addition to your participation in the Town Hall, we have had the opportunity to converse with subject matter experts, stakeholder groups, the public and other professionals in the veterans and military family services, healthcare, archive, library, and museum fields about the role of museums and libraries in providing services for veterans and military families. In the coming weeks, IMLS and FSG will be working to incorporate this information into a draft report. Once completed, we will make the report available to the fields and the public with the hope that it encourages further conversation and reflection around this topic among library, archive, and museum professionals, non-profit leaders, and foundations. Many of you had individual thoughts and experiences to share and we welcome any links, examples, or referrals sent to communities@imls.gov.

Also attached is the survey to collect your impressions from the Town Hall. If you are so inclined, please respond to the survey. We anticipate conducting other events like this in the future and your feedback is invaluable in helping us to learn and improve them.

The survey should take fewer than 10 minutes to complete.

[Click here to take the survey.](#)

Thank you for helping us! The last day to provide feedback is **[date]**.

Sincerely,

[Name]
