



Dear Community Leaders,

I am writing this email regarding Concordia's official time capsule event to be buried on August 14<sup>th</sup>. This is your opportunity to talk to the people in the future through your stories and memories. We would like you to either write a letter or submit an item or both.

**If you would like to submit an item to be considered for placement in the time capsule, the process is as follows: Description of the item needs to be filled out on an information form and mailed or delivered to Cloud County Tourism, 130 E 6<sup>th</sup>, Concordia, Kansas. See the attached form on this email. You will need to complete an information form prior to item submission. Once the committee has decided on the items to receive, they will notify the person listed on the form. Once notified, individuals may deliver the Items now through July 15, 2021. The time capsule committee does reserve the right to refuse items.**

**If you are writing a letter, letters are limited to 2 pages and must be laminated.**

A time capsule captures a collection of personal accounts that provide a glimpse into what Concordia was like during this time. Use your own memory and thoughts, but feel free to get input from staff who were witnesses of local events that took place. By piecing these stories together, it gives future readers an understanding of the period and how one person can make a difference in the outcome of events.

If writing a letter, imagine talking to your future self-years from now – what would you say? Consider some of these ideas.

## **COMMUNITY**

### **Defining the Now**

- Summarize your current self.
- Provide reflections/advice for the future coming from positions such as a city manager, school superintendent, your role, etc.
- What type of leadership was required in today's time?
- What happened in our area during this time that was unique?
- Any memories of this time that are stamped on the community and can be evoked by visiting its buildings, landmarks, historical artworks.

### **Future Thinking**

- Add things you want to stop, continue, and start doing.
- What goals do you want to have achieved?
- What kind of person do you want to be?

