

To: Bebe Avdiu [REDACTED]  
From: [REDACTED]  
Sent: Sun 2/18/2018 3:59:56 PM  
Subject: JE Itinerary-he only has a call/face to face meeting on Wed. Feb 21!

**Below is JE itinerary! the only item of importance is the meeting he has with Comm. Henry on WEd. Feb. 21...Jeffrey was not sure if he will fly to the island for a face to face or if it will be a conference call. Can you ask him on Tuesday for me? Include me on the email....if it will be a call, you will need to get a phone number ...I will send you the email from the assistant in Comm. Henry's office.**

**Mon. Feb. 19, 2018 PB**

Reminder: Presidents Day-Office and STC are closed

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**Tues. Feb. 20, 2018**

Reminder: Bella on holiday Feb. 20-23

Reminder: will your meeting w/Comm. Henry be face to face or a Conf. Call on Wed. Feb 21 at 11am VI time?

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**Wed. Feb. 21, 2018**

Reminder: Rich Kahn back in the office

**10:00am EST (11am VI time) Meeting or Call w/Commissioner Dawn Henry**

If meeting is face to face, it will take place in the Commissioner's STT Office:

Charles Turnbull Library

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**Thurs. Feb. 22, 2018**

**Fri. Feb. 23, 2018**

**Sat. Feb. 24, 2018**

**Sun. Feb. 25, 2018**

*Reminder: Charlie Albright to perform in Boston at 1:30pm at the Isabella Stewart Gardner Museum*

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