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**From:** Jean Huguen <[REDACTED]>  
**Sent:** Monday, February 19, 2018 8:30 AM  
**To:** 'Merwin Dela Cruz'  
**Cc:** 'Stephen Bastone'; jeffrey E.; 'Lesley Groff'  
**Subject:** installation of the carpet

Good morning Merwin

Beauvais carpets will come Monday the 26th to install the new carpet in the future "umbrella room" (the small room behind the Library)

Steve Bastone will come before with IFL to make the room empty

Thanks

jean=/font>