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**From:** jeffrey E. <jeevacation@gmail.com>  
**Sent:** Tuesday, November 4, 2014 10:26 PM  
**To:** Ada Clapp; Eileen Alexanderson; Melanie Spinella  
**Subject:** Re: Agenda-11.12.14 Trustees Meeting

I suggest Leon attend

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On Tue, Nov 4, 2014 at 6:24 PM, Ada Clapp <<mailto:[REDACTED]>> wrote:

Hi Jeffrey,

Eileen outlined a tentative agenda with Barry for ne=t Wednesday's Trustees meeting, which I have included in the attac=ed. Eileen also spoke with Rich J. who anticipates that he will have=the handouts ready for the Trustees on Thursday. If you approve of the agenda and handouts, the plan is to send them to the=Trustees via Fed Ex on Thursday evening for Friday morning delivery. =That way the Trustees will have the weekend to review the handouts. =ichard specifically requested that handouts be sent to him a few day s in advance of the meeting. =/p>

Please let me know if you wish to make any changes t= the proposed agenda or handouts.

Thanks!

Ada Clapp

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