

5/21/01

MEETING WITH GOV

- 1) AIR OFF AT NOON ON FRIDAY FOR WOOLFOLK, CAPITOL, SILLERS  
OBSERVE HOLIDAY ON MONDAY?

2.OFFICE STRUCTURE-

SENIOR STAFF

PHONE COVERAGE-REQUEST OFF-KATHY, SHANTA, GLORIA  
ALL CONSTITU.SERVICES

WED,THURS,FRIDAY-JEANETTE OUT  
FRIDAY/TUES-ELLEN OUT  
ASHLEY, FELICIA, GINNIE, KIM LEFT

CAN WE USE INTERNS-STARTING JUNE 4

3. DON MCCRAKEN- FOLLOW UP ON?

4. ERICH-CABLE IN YOUR OFFICE, CABLE FOR CONF. ROOMS, TV FOR  
LARGE CONF. ROOM

5.ASHLEY

WILLIE RICHARDSON-PAINTING MANSION GARAGE/FENCE

NEWSLETTER-

WASHINGTON OFFICE

BUDGET FOR NEXT YEAR

MET WITH CORA/WALTER

SPREADSHEET

NAMEPLATES