

**De La Vega, Maritza**

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**From:** John Thillmann <jhtcav@aol.com>  
**Sent:** Wednesday, July 03, 2013 9:50 AM  
**To:** Fiebe, Joanne K; Hagg, Elizabeth A.  
**Subject:** Minutes from June Meeting

Hi Liz and Joanne:

Please make sure that Evelyn gets the June minutes for both the 11th and 27th in plenty of time. Also, for the Charette, even though it was a meeting (under Penny's meeting rules) I think that you can do very abbreviated minutes mentioning who was there and in general what transpired without a lot of detail--real summary stuff. I'll add to them as well if I get them in enough time.

Best,  
JT