

SEWER AUTHORITY MID-COASTSIDE

M E M O R A N D U M

DATE: November 22, 1983

TO: A. L. DITMAN
Plant Superintendent

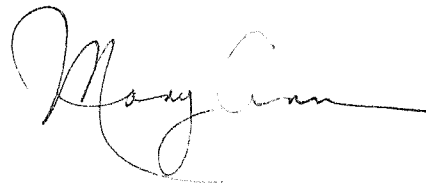
RE: DECEMBER 1983 - FOURTH MONDAY REGULARLY-SCHEDULED BOARD MEETING

Your attention is called to next month's referenced SAM Board meeting. Since the fourth Monday falls on December 26, I have three causes for concern:

1. Since Christmas falls on a Sunday, City employees (as do most other businesses) will have that Monday off as the accepted legal holiday (holy day).
2. Also, that week between Christmas and New Year's is usually a prime time for vacations and travelling to family get-togethers. Would there be enough Staff and Board Members available to constitute a meeting?
3. AND should there be a meeting on that date, that means the packets must be prepared and distributed accordingly - and we know what that entails - by Friday afternoon (December 23). Here we must keep in mind pre-Christmas personal commitments and, personally speaking, inability to stay late in getting the packets out as is the usual custom.

I assume it is the Board's pleasure of re-scheduling meetings upon adequate prior notice, including due notification published in the local newspapers.

Thus, I am requesting at this time we solicit the Board's decision on this matter so adjustments can be made accordingly. Please call it to their attention during Monday's scheduled meeting (November 28, 1983). THANKS.



CC: W. S. Heaslet
J. L. Copeland
K. S. Azoury
R. W. Terkelson

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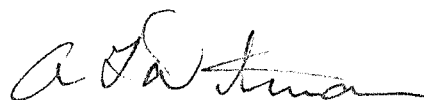
DATE: November 22, 1983

TO: BOARD OF DIRECTORS
Sewer Authority Mid-Coastside

FROM: A. L. DITMAN
Plant Superintendent

SUBJ: DECEMBER 1983 - FOURTH MONDAY REGULARLY-SCHEDULED BOARD MEETING
DECEMBER 26, 1983

Staff concurs with the attached memorandum from Mary Ann Ulmer and thus is recommending that the meeting scheduled for December 26, 1983, be cancelled.



A. L. DITMAN
Plant Superintendent

ALD:mau
Enclosure

CC: W.S. Heaslet
J.L. Copeland
K.S. Azoury
R.W. Terkelson