

MEMO

To: State Library Commission
From: Amanda Broadwater
Re: Upcoming Meeting Materials
Date: October 5, 1999

Enclosed please find the materials for your upcoming meeting. As decided at your August meeting, the October 13 Commission meeting will be held in Billings at the Parmly Billings Library. Because of varying staff schedules, MSL will not be taking a van to the meeting.

The schedule of events is as follows:

October 12

1:00 pm Commission Retreat, Crowley Law Firm
490 N 31st Street
Billings, MT

6:00 pm (approx.) Reception and light supper, David Johnson's house
2700 Augusta Lane
Billings, MT

October 13

8:30 am Tour of Parmly Billings Library

9:00 am Commission meeting commences

I have made reservations for everyone at the Sheraton Billings, 27 N 27th, 252-7400, for the night of the 12th. If you call the Sheraton from the airport, they will send a shuttle to transport you to the hotel. If you have questions or need further information, please call me at 444-3384 or Email me at abroadwater@state.us.mt.

See you in Billings!