

## MEMO

**To:** State Library Commission  
**From:** Karen Strege  
**Re:** Upcoming Meeting  
**Date:** March 27, 2000

Enclosed please find the materials for the meeting to be held on April 12, 2000 in Helena, Montana.

Reservations have been made at the Holiday Inn Express, 700 Washington, 449-4000, for the following people:

<u>Name</u>	<u>Confirmation Number</u>
Randall, Al	66948291 (two nights)
Laird, Dorothy	66947792 (two nights)
Johnson, David	66946915
Garvey, Rosemary	66948905
Doggett, Mary	66949925

The Holiday Inn Express has a 6:00 p.m. check-in time, so if your arrival will be later than that, you will need to guarantee your room with a credit card number. If you need a reservation and do not see your name here, please call Amanda at 444-3115. If you will not need your reservation, please call Amanda or call the hotel directly to cancel.

If you have questions or need further information, please call Amanda. Thank you, and I look forward to seeing you in April!