City of Middletown

Memorandum

To: Linda Bettencourt, Town Clerk

From: Faith M. Jackson, Director
Office of Equal Opportunity and Diversity Management

Date: June 16, 2016

Re: **Walter C. Jones Fund Meeting**

This is to inform you that the Walter C. Jones Fund Committee will hold its regularly scheduled meeting on **Thursday, June 30th at 10:00 a.m. in the Office of Equal Opportunity and Diversity Management, Room B-12.** If you have any questions, please contact me at 860-638-4830.

If you require special accommodations for any meeting, please call the Senior Services Specialist at 860-638-4542, (voice) or 860-638-4812 (TDD/TTY), or the Town Clerk's Office at 860-638-4910.

Thank you.

RECEIVED
16 JUN 16 AM 11:34
TOWN CLERK
MIDDLETOWN, CONN.

G:\JONES FUND\2016 Folder\TC Agenda and Minutes\Meeting Notice.doc

OFFICE OF EQUAL OPPORTUNITY AND DIVERSITY MANAGEMENT
245 deKoven Dr. Middletown, CT 06457
TEL: (860) 638-4830 FAX: (860) 638-1930

Walter C. Jones Fund

Meeting Agenda

June 30, 2016 10:00 a.m.

I **Call to Order:** Time _____

II **Attendance:**

Quorum: Yes:_____ No:_____

III **Approval of Minutes:**

IV **Old Business:**

V **New Business:**

VI **Announcements:**

VII **Adjournment:** Time _____