



City of Middletown

Memorandum

**To:** Linda Bettencourt, Town Clerk

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

**Date:** December 1, 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, December 15<sup>th</sup> 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.

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16 DEC -1 AM 9:39  
TOWN CLERK  
MIDDLETOWN, CONN.

**Walter C. Jones Fund**

Meeting Agenda

December 15, 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 \_\_\_\_\_