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**ComposedDate:** 09/26/1997  
**ComposedDate\_Time:** 12:15:20 PM  
**Subject:** Deputy Director Agreement with Judge Tunheim

Per our conversation, this memorandum is meant to memorialize my agreement with Jack regarding salary and the payment of travel expenses related to my acceptance of the position of Deputy Director and the required additional days working in Washington. The components of the agreement as agreed to by Jack, as understand them, are the following: 1. Annual salary: \$104,000. 2. Federal employee cost of living increase will be received in January 1998. 3. All travel and travel related expenses to be paid by Board. 4. Hotel accommodations while in Washington to be paid by the Board. 5. Schedule will be Tuesday, through Thursday in Washington and Monday and Friday in Boston, with flexibility on the specific days of the week and number of days, as required by circumstances. Please advise me if you have any questions. Thanks.

**Body:**  
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