NR_key_name:	A5B95B7AA6CEAEBA852565DE0065F147
SendTo:	CN=Michelle Combs/O=ARRB @ ARRB
CopyTo:	CN=Jeremy Gunn/O=ARRB @ ARRB
DisplayBlindCopyTo:	
BlindCopyTo:	CN=R ecord/O=ARRB
From:	CN=Jerrie Olson/O=ARRB
DisplayFromDomain:	
DisplayDate:	04/06/1998
DisplayDate_Time:	2:46:08 PM
ComposedDate:	04/06/1998
ComposedDate_Time:	2:33:29 PM
Subject:	Steve Tilley
Body:	I called Steve today and told him you were unavoidably out of town. We need to get back to him re room setup, etc. by Wednesday, Thursday at the latest. (Jeremy said you knew his table setup preference for the meeting room and were going to check the room for fit, etc.) Make sure with Steve also about times and arrangements to get into both rooms.Note re lunch: We order platters in increments of 5, so by Thursday (after agenda is set and we know for sure what time we want lunch delivered) I will order for 15 (there is usually more than enough meat and cheese) but we need to have 2 or 3 extra plates, utencils, etc. If everyone is going to eat, we may need a couple extra sandwich rolls also -- or I should just order for 20? Let me know what to do on this.
recstat:	Record
DeliveryPriority:	N
DeliveryReport:	B
ReturnReceipt:	
Categories:	