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OFFICE OF GOVERNOR RONNIE MUSGROVE  
INTEROFFICE MEMORANDUM

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**TO:** DAVIS  
**FROM:** RILEY  
**SUBJECT:** DATES FOR GOVERNOR'S CALENDAR  
**DATE:** 1/21/01  
**CC:** FILE

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Please consider the following items:

1. During a meeting with Dr. Joe Haynes, Jobs for Mississippi Graduates (JMG) Executive Director, last week, the Governor asked me to pass along to you that the JMG Career Development Awards Banquet will be held on March 27 at 7:00 or 7:30 p.m. at the Hilton. Dr. Haynes asked the Governor to be present.
2. The Governor is chairing JMG and needs to host a 30-minute board meeting to ratify nominations for the JMG Executive Board. The Governor asked me to coordinate this meeting with you. The Board needs to meet in the Woolfolk Conference Room sometime during the next few weeks. Just let me know what works with his calendar and I'll take care of the rest.
3. I had copied you on a 1/4/01 memo to the Governor concerning the School-to-Careers April 23, 2001, conference to be held at the Hilton. He wrote "OK" on the memo. We have had another planning meeting and would like the Governor to give the keynote luncheon address (12:00 – 1:30) and to attend as much of the conference as possible that morning to hear the roundtable discussion.
4. Donna emailed me that the SREB Executive Board will meet March 1 – March 3 in Coral Gables, Florida. She said that the real meat of the meeting is all day March 2 and then March 3. I think she emailed you the same message, but I just thought I'd add that info on this memo.

Thanks!