

MEMORANDUM

TO: Chairman and Members of the Grants Committee

FROM: Cheryl

DATE: August 31, 2010

RE: Grants Committee Meeting

Please be advised that a Grants Committee meeting has been scheduled for **Tuesday, September 7, 2010 at 1:00 PM**. Monday is a Holiday. This meeting will be held at the **Administration Building in Room 145**. The following is the agenda for this meeting:

- Approval of minutes of August meeting
- Approval of Reports
- Bills and Purchase Requests
- Resolution Awarding Bids for the Weatherization Program
- Updates will be provided for some ongoing programs
- New business

If you should have any questions prior to the meeting, please feel free to contact the office.

See you on **Tuesday the 7th at 1:00 P.M.**