



Maryanne Vigneaux/Lib

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To Maryanne Vigneaux/Lib@SUNYSB

cc

bcc F.Jason Torre/Lib

Subject Library Bulletin, October 28, 2003, Number 1393

STUDENT SUPERVISORS:

Please have your students check the addresses on their paychecks and paystubs. If the address is incorrect or if it states "LIBRARY", have the student come **ASAP** to the Director's Office to obtain a change of address form. Last year several students requested duplicate copies of their W-2's because HR Services mailed the W-2's to the address on file.

CELEBRATE HALLOWEEN:

Cider and pretzels provided. Please let Jeanne Horn know if you can donate donuts or candy - we're trying to keep costs down. Thanks and hope "you'll come on over."



HALLOWEEN

NO HOOTING OR HOLLARING
THIS YEAR
(Mary + David are taking a break.)
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Come to Library Administration
in costume or without
and enjoy some cider, pretzels,
donuts, and candy.

Date: October 31, 2003
Time: 2:30—4:30 pm
Large Conference Room