



Maryanne Vigneaux/Lib  
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To: Maryanne Vigneaux/Lib@SUNYSB  
cc  
bcc: F.Jason Torre/Lib  
Subject: Library Bulletin, June 6, 2003, Number 1368

**FOR CLASSIFIED STAFF:**

Please note, due to the upgrading of The New York State Comptrollers Office Payroll Database, Deadline Submittals for **CSEA Classified Time Sheets ONLY** have been changed. Please have your time sheet in the Library Director's Office **by the New Deadline.** **This will not effect your pay checks, only your time sheet submittals.**

<b>Time Sheet Period</b>	<b>New Deadline</b>
6/5 - 6/18/03	Thursday 6/19/03
6/19 - 7/2/03	Wednesday 7/2/03 (end of day)
<b>7/3 - 7/9/03</b>	Thursday 7/10/03
<b>7/10 - 7/16/03</b>	Friday 7/18/03
7/17 - 7/30/03	Friday 8/1/03

**Pay Period 9:** is split complete a time sheet for one week **only** for dates: **7/3 - 7/9/03** (see new deadline)

**Pay Period 9:** complete a time sheet for one week only for dates: **7/10 - 7/16/03** (see new deadline)

**MIND AND SPIRITS:**

Date: June 10  
Time: 4:00 - 5:00 pm  
Place: Javits Room

Plan on attending **Gisele Glover's presentation on Luther Henderson Papers** . Gisele will share some of her research on the life and career of this renown musical orchestrator and arranger.



We are requesting your participation in providing refreshments instead of ordering coffee service and cookies from Chartwells. There will be sparkling water, crackers and cheese. Let Maryanne know if you can bring more cheese, crackers, fruit or wine. If you wish to be reimbursed make sure to save your receipt. Thank you.