



Maryanne Vigneaux/Lib
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To Maryanne Vigneaux/Lib@SUNYSB
cc
bcc F.Jason Torre/Lib
Subject Library Bulletin, August 16, 2001, Number 1217

NEWS FROM PERSONNEL:

Flora Obratsov has been hired as a part-time Clerk I in the Interlibrary Loan Department, effective August 16. Welcome back, Flora!!

CIRCULATION NEWS:

Just to inform all staff that the Circulation elevator is up and running. Let's hope this continues!!

TRAVEL REMINDER:

Please submit your travel requests on the form previously sent to you (this can be duplicated). Chris Filstrup would like to receive these by September 1st. In September, a memo will be sent to each person stating the amount the Library will support. There will be some funding kept as reserve for unanticipated travel.

In the event you need the travel request form an attachment follows:



INDIVIDUAL STAFF TRAVEL REQUES