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## MEMORANDUM

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**TO:** Financial Advisory Committee Members  
**FROM:** H. Byron Matthews, CPA, CGFM  
**SUBJECT:** Meeting Notice  
**DATE:** March 2, 2022

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We will hold our next Financial Advisory Committee meeting  
on: Wednesday, March 2, 2022

### **AGENDA**

- \* Install new Chair Personnel
- \* Revisit Committee Mission
- \* Office of the Committee requirements
- \* Plan to fill vacancies of required positions
- \* 90-day calendar (what deliverables are due and when)