## INTEROFFICE MEMORANDUM

TO: LIZ ROLANDO, CHIEF CLERK

**FROM:** ANNE MCKEON

**SUBJECT:** AMENDMENTS TO 10/14/2015 SPECIAL OPEN MEETING

**DATE:** 11/9/2015

CC: C&C ASSISTANTS

Please make the following changes to the 10/14/2015 Special Open Meeting Minutes:

Page 11, line 3: replace "regular promise to maintain as we move forward as" with "great deal of promise for continuing to move the needle forward as";

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Page 11, line 4: remove "confronts";
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Page 11, line 7: remove "that";

Page 11, line 10: remove "have and";

Page 11, line 14: insert "." After "is"; replace "by" with "But"

Page 11, line 15: remove "and"

Page 11, line 16: remove "diversity"

Page 11, line 18: add "," after "Today"; insert "and" after "diversity";

Page 11, line 19: replace "about with "and";

Page 11, line 20: replace "and" with "are";

Page 12, line 1: insert "," after "month"; replace "will create another" with "through twitter and other"

Page 12, line 2: replace "." after "outreach" with ","; change "The" to "the";

Page 12, line 4: replace "by" with "that";

Page 12, line 5: replace "as" with "is".