

MINUTE TAKING ROTATION FOR ADMINISTRATIVE TEAM MEETINGS

OCTOBER

October 25, 2007 Dean out of town (No meeting not unless called by other Admin Team Member)

NOVEMBER

November 1, 2007 Pat Collins
November 8, 2007 Marie Hooks
November 15, 2007 Tabitha Anderson
November 22, 2007 HOLIDAY
November 29, 2007 Gloria Martin

DECEMBER

December 6, 2007 Muriel Allen
December 13, 2007 Wanda Mathew
December 20, 2007 Dean out of town (No meeting not unless called by other Admin Team Member)
December 27, 2007 HOLIDAY

JANUARY

January 3, 2008 Sherry Smith
January 10, 2008 Jenane West
January 17, 2008 Dean out of town (No meeting not unless called by other Admin Team Member)
January 24, 2008 Pat Collins
January 31, 2008 Marie Hooks

FEBRUARY

February 7, 2008 Dean out of town (No meeting not unless called by other Admin Team Member)
February 14, 2008 Tabitha Anderson
February 21, 2008 Gloria Martin
February 28, 2008 Muriel Allen

MARCH

March 6, 2008 Wanda Mathew
March 13, 2008 Sherry Smith
March 20, 2008 Dean out of town (No meeting not unless called by other Admin Team Member)
March 27, 2008 Jenane West

APRIL

April 3, 2008	Pat Collins
April 10, 2008	Dean out of town (No meeting not unless called by other Admin Team Member)
April 17, 2008	Dean out of town (No meeting not unless called by other Admin Team Member)
April 24, 2008	Marie Hooks

MAY

May 1, 2008	Tabitha Anderson
May 8, 2008	Gloria Martin
May 15, 2008	Dean out of town (No meeting not unless called by other Admin Team Member)
May 22, 2008	Dean out of town (No meeting not unless called by other Admin Team Member)
May 29, 2008	Muriel Allen

JUNE

June 5, 2008	Wanda Mathew
June 12, 2008	Dean out of town (No meeting not unless called by other Admin Team Member)
June 19, 2008	Sherry Smith
June 26, 2008	Jenane West