



103 COLLEGE ROAD EAST • PRINCETON, NEW JERSEY 08540  
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## MEMORANDUM

**TO:** MEMBERS AND ASSOCIATES OF THE NEW JERSEY  
EDUCATIONAL FACILITIES AUTHORITY

**FROM:** SHERYL A. STITT *SAS*  
Assistant Secretary

**DATE:** August 19, 2011

**RE:** SPECIAL AUTHORITY MEETING

A special meeting of the NJEFA will be held on **Wednesday, August 24<sup>th</sup> at 9:00 a.m.** at the Authority. The purpose of the meeting is listed on the attached agenda.

Conference call instructions have been sent to the Authority Members under separate cover. Thank you and I look forward to speaking with you on Wednesday, August 24<sup>th</sup>. In the meantime, please call me if you have any questions.

Attachment

SAS/st

**NOTICE OF**  
**SPECIAL MEETING OF THE NEW JERSEY EDUCATIONAL FACILITIES**  
**AUTHORITY**

PLEASE TAKE NOTICE that a special meeting of the New Jersey Educational Facilities Authority will be held on **Wednesday, August 24, 2011 at 9:00 a.m.** at the Authority offices at 103 College Road East, Princeton, New Jersey 08540. The Authority offices will be open for members of the public to attend the special meeting. Formal action will be taken.

**AGENDA**

1. Resolution Appointing an Acting Executive Director of the Authority.

This notice is filed in accordance with the "Open Public Meetings Law," P.L. 1975, c. 231.