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MEMORANDUM

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

FROM: SHERYL A. STITT *SS*
Assistant Secretary

DATE: March 7, 2012

RE: SPECIAL AUTHORITY MEETING

A special meeting of the NJEFA will be held on **Wednesday, March 14th at 3:00 p.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, March 14th. 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, March 14, 2012 at 3:00 p.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 Executive Director and Secretary of the Authority.

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