

February 6, 1998

To: HRD Coordinators/Directors

From: Barbara A. Boyce

Subject: HRD Staff Directory

We are in the process of updating the HRD Staff Directory. Please complete the attached form and return to my office no later than January 30, 1998. In keeping up with the changes in technology, we are adding E-Mail addresses to our directory.

It is my hope to have the updated HRD Staff Directory printed and mailed to you by February 28, 1998. So, be mindful of the due date of January 30, 1998.

Thanks in advance for your cooperation. If you have any questions, please call me at (919) 733-7051.

Attachments

CC: Presidents

CC-98-021