



MEMO

**September 22, 2021**

**To:** Members of the Board of Directors

**From:** Andrea West, Interim Clerk of the Board

A handwritten signature in black ink, appearing to read "Andrea West", is written over the printed name in the "From:" field.

**Subject:** Board Committee Transmittal for Agenda Item

The following item is being discussed at a Committee meeting which takes place subsequent to distribution of the Board agenda. Therefore, you will be provided a transmittal following that Committee meeting (and prior to the Board meeting) informing you of Committee action taken.

Thank you.