

[123] From: bwithe at post1 11/17/95 3:36PM (1829 bytes: 1 ln)
To: fgg at post1
Subject: taylor

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George,

Andrea Taylor of the Ford Foundation called and asked you to get in touch with her to set up a time for a follow-up to your conversation earlier this week. 212-573-4647

Ted Halstead's office called as well and received your message and he was wanting to set up an appointment. However, you did not indicate in your message that you were in the area and where to reach you. I tried to reach you at the hotel, but you had already checked out. I even tried a few places where I thought you might be, but no luck. The telephone and fax numbers you left for the Parc Oakland Hotel were not correct. But this morning, the woman who called told me the area code for Oakland, so I called information and got the correct number. I had no idea what city you were in. Not that ~~Oakland~~ should have been an indicator. Halstead's number is 415-781-1191 ext. 312. Kate is his assistant.

Mail is coming in. The CPA has unloaded a lot of responsibility on me to repair, prepare, and institute before the first of the year. You'll hear all about this wonderful news Monday. The envelopes have arrived, but we are waiting to produce anything else. Next week is a short week. Don't forget that Monday is our orientation time in the conference room, so we will be busy with that. Nejat is in charge of it.

RWJ check arrived. Full amount for the rest of the project year. Nejat escorted me to the bank, and all is well.

Hope your travels went well.

Sheila