

MEMORANDUM

December 7, 2016

TO: Members of MVSEC Executive Advisory Board

FROM: Carla Cumblad, Executive Director

RE: Holiday Hours

Mid-Valley's Administrative Offices will be closed December 23, 26, 30 and January 2. The offices will be fully opened on January 3, 2017.

Mades-Johnstone Center (MJC) will be closed for the entire winter break.