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**SOUTHWEST TEXAS JUNIOR COLLEGE  
MEMORANDUM**

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**TO:** BOARD OF TRUSTEES  
**FROM:** ADMINISTRATION  
**SUBJECT:** NOVEMBER AND DECEMBER BOARD MEETINGS  
**DATE:** OCTOBER 17, 2019

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The November Board of Trustees meeting would normally fall on November 21, 2019. Administration recommends combining the November and December meetings in order to present the audited financial statements. The recommended date for the meeting is December 12, 2019.

# December 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				