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**Subject:** Cabinet Report

**Attachments:** Cabinet Update Feb 26.doc

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Attached is the first Cabinet Report. I hope everyone finds that this is a useful communications tool. Please let give me feedback so we can make changes as needed.

My over aggressive plan to distribute this weekly has now been edited. We will instead do it every other week. The next deadline will be Friday, March 12th at 2:00. I'll send out a notice mid-week to remind everyone to send me their update.

Again, thank you for your willingness to send your information. I think this is a great start. Marisa

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