

From: Mottel, Haley <HaleyMottel@gov.sc.gov>
To: Symmes, Brian <BrianSymmes@gov.sc.gov>
CC: Veldran, Katherine <KatherineVeldran@gov.sc.gov>
Date: 11/7/2016 1:52:26 PM
Subject: FW: Official Christmas Tree Delivery + Press Conference | Monday, Nov. 14
Attachments: Official State Christmas Tree Arrives.docx

Please see the email below. They are requesting review of the attached release.

Thank you,
Haley

From: Andrea Mensink [mailto:AMensink@Columbiaauthority.com]
Sent: Monday, November 07, 2016 1:36 PM
To: Veldran, Katherine; Mottel, Haley
Cc: Kelly Barbrey; Kelsey Carmichael; Dayna Cantelmi
Subject: Official Christmas Tree Delivery + Press Conference | Monday, Nov. 14

Hi Katherine and Haley –

We're planning to send out a media alert this Thursday, Nov. 10th inviting media to join us on Monday, Nov. 14th at 9 a.m. for a brief press conference following by the tree delivery, similar to last year. Following the press conference, we plan to distribute a full press release with additional information (*draft attached for review*). Before we take any additional steps, we wanted to touch base and confirm that everything sounds good to you both?

As far as the press conference goes, we plan to keep it short and sweet. Either Kelly or Bill from our team say a few words and thank the involved partners (garden clubs, SCE&G, etc.), as well as Martha Chandler (Columbia Garden Club) and Matt Kennel (City Center Partnership/First Thursdays on Main). Would Governor Haley or a member of the Governor's Office be interested in sharing a few remarks, too?

Please let us know if you have questions or thoughts. Thank you so much!

Andrea

Andrea Mensink
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