

MEMORANDUM

TO: Illinois Cemetery Oversight Board
Brent E. Adams, Chair
Willie E. Carter, Member
LuAnn Johnson, Member
Zenobia Johnson-Black, Member
Patrick Keenan-Devlin, Member
Roman F. Szabelski, Member
Gregory M. Vogeles, Member
Antoinette D. Wright, Member

FROM: Jerry R. Miller, Board Liaison

DATE: November 28, 2011

RE: Business Meeting Notice December 14, 2011

The Illinois Cemetery Oversight Board will convene for a regular business meeting beginning at 2:00 P.M. on Wednesday, December 14, 2011, in the Chicago office of the Department, James R. Thompson Center, 100 W. Randolph Street, Room 9-375 Chicago, IL 60601 and in the Springfield office of the Department, 320 W. Washington, Room 258, Springfield, IL 62786. This is a video meeting. The agenda is attached.

In order to ensure the presence of a quorum, I request you advise me 3 business days in advance of the meeting date if you are unable to attend. My telephone number is (217) 782-7524 and my email address is: jerry.r.miller@illinois.gov.

This meeting will be accessible to disabled individuals in compliance with Executive Order #5 and pertinent state laws upon notification of anticipated attendance. Disabled persons planning to attend and needing special accommodation should contact me at least five days prior to the meeting to inform of their anticipated attendance.

Illinois Cemetery Oversight Board

Agenda

December 14, 2011

Room 9-375 in Chicago

Room 258 in Springfield

Wednesday 2:00 P.M. in the Chicago/Springfield office

- I. Guests, Comments
- II. Announcements
- III. Review and Approval of Open Minutes
August 24, 2011
- IV. Old Business
- V. New Business
- VI. Closed Session
 - A. Review of Closed Minutes
 - B. Old Business
 - C. New Business
- VII. Chairman Time
- VIII. Board Liaison Time
- IX. Adjournment