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FACSIMILE

TO: **Pete Davis, RHE President**
 Jack Mahoney, RHCC General Manager

FROM: **Jean Taylor**

FAX: **(925) 831-8291**

DATE: **August 15, 2003**

RE: **RHE Board Meeting Scheduled for August 21, 2003**

TOTAL NUMBER OF PAGES INCLUDING COVER: 1

This is to inform you that I plan to attend the RHE Board of Directors Meeting on Thursday, August 21st. I would appreciate being placed first on the agenda after the meeting has been called to order at 6:00 pm, as scheduled. I do not expect to take more than 5-10 minutes of the Board's time, which should leave ample time, after I leave, to discuss my comments and attend to other business.

I am preparing a written copy of my statement to read before the Board, and will leave a copy for the recorder to enter into the minutes.

If you have any objections to my request, please let me know as soon as possible.