

**Keri Green**

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**Subject:** VET COURT GRADUATION

**From:** raina macks [<mailto:auburnt@hotmail.com>]

**Sent:** Tuesday, January 8, 2019 11:25 AM

**To:** Christel Watson <[Christel.Watson@baldwincountyal.gov](mailto:Christel.Watson@baldwincountyal.gov)>

**Subject:** VET COURT GRADUATION

Hi! We are trying to set a graduation date and want to know if the big meeting room is available 2/19. We would like to start at 6pm, start setting up around noon. We don't need tables, just chairs, podium and mic. We plan to just serve cake and punch/coffee.

**Date:** February 19, 2019

**Times:** Program starts at 6pm, we would like access sometime after noon that day. We won't have many decorations this year.

**Attendance:** Approximate number expected 40-80

**Audio/Visual:** Yes to hook up a lap top in order to play a slide show

**Seating:** We would like just chairs set up and we will set the tables up after our program as discussed.

Raina A. Macks

Baldwin County Drug/Vet Court Coordinator

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"And your work - whatever it is - is one of the primary tools God has given you to grow in virtue"