

# December 30, 2013 - January 03, 2014

December 2013							January 2014						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	5	6	7	1	2	3	4
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28	29	30	31	
29	30	31											

	30 Monday	31 Tuesday	1 Wednesday	2 Thursday	3 Friday
	← From Dec 13		<b>HOLD</b>		
	To Jan 4 →				
7 am					
8:00					
9:00	emails, etc office	Office work, custody review, roll out plan, STO		Office work, misc, cthc-up while everyone on vacation STO	GFOA, audit review, JEDA, fee sampling, misc STO
10:00	J McGill re:529 college STO				
11:00	Reimbursement Fund meeting Treasurer's Office Loftis, Curtis				
12 pm	Lunch				
1:00		Custody Meeting STO Loftis, Curtis		Lunch at desk; STO	State Health Plan info, B and C doc review STO
2:00	Bill's retirement w/ division managers; 2nd floor			BoFI Review 1st Floor Conference Room	
3:00	Year end stuff! STO	Review audit plan, doc sign, mail, etc STO		office walk-a-bout	SFC Review Meeting Conf Room 120, STO Loftis, Curtis
4:00				hair cut; Columbia	
5:00				C Adams STO	
6:00					