July 13, 2015 - July 17, 2015

July 2015

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

August 2015

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

	13 Monday	14 Tuesday	15 Wednesday	16 Thursday	17 Friday
7 am					
8 00					
9 00	**Office work** STO	**Phone calls**	**Stuck in office...catchup, year end, etc** STO	**AM: Call Dr. Patel, Call R** **Scheduling and delegation** STO **Ray Jones**	**staff meetings, calls, emails, week cleanup.** STO
10 00		**Meet with David Levy** STO Loftis, Curtis			
11 00				**Meet and Greet w/ Mike** Treasurer's Office; Sharpe,	
12 pm	**IUNCH** cae	**Lunch**	**CEC meeting** Palmetto Club	**office work and meetings with staff** STO	
1 00	**Chat with Russell Frye; H**		**Office work, custody, RSIC, Banking** STO		**Office walk around and work. Docs sign, etc** STO
2 00	**sign docs, mail** STO	**Debt issues** STO			
3 00					
4 00					
5 00					
6 00				**Private**	