



**MONTANA  
TALKING BOOK LIBRARY**

for the blind, low vision and physically handicapped  
PO BOX 201800, HELENA MT 59620-1800,  
1-800-332-3400 (In MT), 406-444-2064, FAX: 406-444-0266

# MEMO

TO: Jennie Stapp, MSL Director  
MSL Commission

FR: Christie Briggs, MTBL Supervisor

**RE: 2015 Volunteer Appreciation Event Trust Expenditure Request**

Please find attached the expenditure request for the 2015 Volunteer Appreciation Event in the amount of \$3,500. TBL requests that this amount be spent from the Montana State Library Trust. This request is based on estimated projections pending final quotes from the caterer. The final amount need to host the event will be no more than \$3,500.

This event is scheduled for Thursday, October 15, 2015. It will tentatively be held at the Montana Club, 24 W 6<sup>th</sup> Ave., Helena.

The Commission is asked to approve this request at their August 12 meeting.