

University
of
Minnesota
memo

(copy) - Dolliff

date June 2, 1982

to Gail Dolliff

from Henry Blackburn

As our custodial service diminishes, I think we should try to be even more attentive to the state of Building A. It's beginning to look a little seedy. I would like you to make an inspection and report things that need to be repaired to Building and Maintenance. What are we doing about repainting after the move? There is an area of chipping plaster next to the pantry door in the kitchen. Why don't you post a series of times for regular inspection of all three properties so that I can follow their status with you. I might help with the first inspection which I'd like to do in July. Are you assuming responsibility for all physical plant or are you assigning responsibilities to others?

/jml