

NC STATE UNIVERSITY

NORTH CAROLINA STATE UNIVERSITY
DEPARTMENT OF MATHEMATICS

Department of Mathematics
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MEMORANDUM

TO: Members of the Mathematics Department
FROM: A. Helminck and J. R. Griggs
SUBJECT: Flower Fund

It is time to make the annual contribution to the "Flower Fund." This is the arrangement recommended by a committee several years ago and adopted by the entire Department. This fund is used to (1) send flowers at the death of anyone in the immediate family (spouse, children, parents, spouse's parents) of any Department member (2) send flowers to hospitalized members of the Department and (3) send appropriate wedding gift for members of the Department or their children.

Recommended donations for the flower fund are: (any donation would be appreciated)

Faculty	\$12.00
Staff	\$10.00
Graduate Students	\$5.00

Our flower fund was used for the following reasons during the school year (September 2010 thru August 2011):

Flowers (hospital) – 4	Memorial Gifts – 1
Wedding Gifts – 2	Baby Gifts – 1
Funeral – 3	Retirement gifts- 1

Please give your monetary donation to Caroline Williams in 4138. Thank you for your contribution.

PLEASE NOTIFY DR. GRIGGS OR JULIA REYNOLDS IF A SITUATION ARISES WHERE FLOWERS, GIFT OR CARD IS NEEDED. The Department can't respond if we don't know about the situation. Thanks.

August 2011