

## Centex Rooney Staff Meeting 12/05/2001

Item #	Responsible	Description	Assigned	Due	Completed
001.001	Centex Rooney	CRCC to put name on trailer	12/05/2001	12/12/2001	
		CRCC will put name banner on trailer			
001.002	Centex Rooney Construction Company	Kick-Off Meeting 12/19/01	12/05/2001	12/19/2001	
		Kick-Off Meeting will be held on 12/19/01			

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1. Staff Meetings will be held biweekly on Monday at 12:00. The next staff meeting will be 12/18/01 at 12:00 P.M.
  2. Jobsite will have the kick-off presentation on 12/19/01.

The above constitutes the writer's understanding of the items discussed and the decisions made. If there are any errors or omissions, please contact Centex in writing within five business days.