

Steven Kolberg

From: Tamara Holliday
To: Christopher Ludvigsen
Cc: William Shuluk; Judith Pultro
Subject: RE: Model UN
Attachments:

Sent: Thu 9/30/2010 9:07 AM

Hi Chris,

Sameer left me a message stating that he doesn't need the projector after all. I am placing an I.T. ticket asking that the microphones are working in Rush Auditorium and S/106-107.

They have asked for a table to be placed outside of the S building for registration. There are tables outside of the banquet room 106-107 that can be used for that. If someone could just pull it outside of the S building and place it back at the end of the day, that should be sufficient. I will communicate this same info to Sameer, he will be here early and can move it I'm sure.

Looks like we are good to go....



Tami Holliday

Auxiliary Services Specialist/Facility Rentals

Office Of Financial Services

Edison State College

8099 College Parkway

Fort Myers, Florida 33919

Phone (239) 433-6900

Fax (239) 489-9399

tholliday1@edison.edu

From: Christopher Ludvigsen
Sent: Wednesday, September 29, 2010 2:46 PM
To: Tamara Holliday
Subject: RE: Model UN

Hi Tami,

I see that Sameer got back to you. I will be off Thursday and Friday, but I will check my email. Let me know if you need anything, and I will either take care of it, or I will ask Bill to. Have a good week.

Chris Ludvigsen

Learning Resource Assistant

I.L.L. Department

Edison State College Rush Library

239-489-9376

cludvigsen@edison.edu

From: Tamara Holliday
Sent: Wednesday, September 29, 2010 10:54 AM
To: FMHS Model UN
Cc: Christopher Ludvigsen
Subject: RE: Model UN

Hi,

Which room will you need the projector?

Tami



Tami Holliday

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Fax (239) 489-9399

tholliday1@edison.edu

From: FMHS Model UN [mailto:fmhsmodelun@aol.com]
Sent: Wednesday, September 29, 2010 10:47 AM
To: Tamara Holliday
Subject: Re: Model UN

Hi Tami,

We will need a projector for that day, if possible. Also, we will be providing our own food for that day. All the presidents of the respective schools are meeting tonight, and if we come up with something we need, we will let you know. One other thing we will need will be three tables for registration in the front of the S Building. Thank you so much! We are all looking forward for Saturday.

Sameer Islam

FMHS Model UN President

On Sep 29, 2010, at 10:16 AM, "Tamara Holliday" <Tamara.Holliday@edison.edu> wrote:

Hi Sameer,

Just need to touch base with you before Saturday to confirm final details. I need to know what your technology needs will be

throughout the day. Please let me know as soon as possible, I need to place a request for I.T. support if you need it.

Our catering department states that you have not made arrangements for food through them. Therefore, they will not be on the premises on Saturday. The cafeteria will be closed and no food will be available on that day.

Edison representatives Bill Shuluck and Chris Ludvigsen will be on campus Saturday.

Looking forward to hearing from you soon. Have a wonderful and successful event!

Thank you,

Tami Holliday

<image001.png>

Tami Holliday

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Fax (239) 489-9399

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