

E-6



**HARRISON
PUBLIC LIBRARY**

Memo

To: Mayor Ron Belmont and Members of the Town Board
From: Galina Chernykh
CC: Jacqueline Greer, Debra Scocchera
Date: 5/22/2018
Re: Request for approval to attend the American Library Association Annual Conference
June 21-26

Dear Mayor Belmont and the Members of the Town Board:

I am requesting your permission to attend the American Library Association Annual Conference in New Orleans from June 21 to 26.

The total cost of registration, lodging, and travel will not exceed \$2,500. The funds are budgeted and available in the Library's operating budget. All receipts will be supplied to the Comptroller's office upon return.

Thank you for your consideration.

Galina Chernykh, Library Director.