

MEMO

To: David
From: Eileen
Subject: item list from Raymond Marcus
Date: July 26, 2017

I have taken a quick look at the contents of his holdings. Most of his files contain personal correspondence, news articles, and letters-to-the-editor.

I have marked some pages as possible materials for inclusion in the Collection. However, it appears that most of his files are of a personal nature, and that the other material is available to the public.

I can pass this list to Jeremy for review as well. Let me know how you would like to proceed.

Thank you.