

**EDU Staff Meeting  
Tuesday, February 13, 1973**

**Present:** Green  
Woodson  
Rantala  
Fitzgerald  
Engler  
Levy  
Liston  
Colman

**Absent:** Costantino

1. Mr. Mann will return on Tuesday at 1800.
2. We are reminded to avoid discussing sensitive subjects by telephone or radio to field stations.
3. Les Penn has been appointed new ACA manager. The Scotts will leave at the end of the month.
4. Hank Holmes was expected to arrive today by train but did not show up at Nongkhal.
5. For the first time, the Ministry has published some good statistics on private schools. Lee is working on the translation from Lao to English.
6. SMD has called a meeting on Wednesday to decide what to do with the books in the Technical Reference Library. Norm will represent EDU.
7. Lu Butler left on two weeks' annual leave today.
8. Tom will give Norm a list of titles and number of copies of Fa Ngum books in the Dong Dek warehouse. Norm will discuss distribution of books to teacher training schools with Mr. Khamtaah.
9. A discussion was held on possible small projects related to education which the AWC and other voluntary agencies might undertake. EDU will attempt to compile an annotated list of recommended projects. All personnel are requested to write up their suggestions. Norm will compile a list by categories (training, scholarships, printed materials, special school supplies, etc.) which could be given out or reviewed in response to inquiries.

NWG:el