

**Federation of Community Councils**  
**Manager's Report**  
November 21, 2018

**Holiday Office Closures**

The Councils Center will be closed on Thursday November 22<sup>nd</sup> and Friday November 23<sup>rd</sup> for the Thanksgiving Holidays.

Mark will be out of state from Monday December 17<sup>th</sup> through Tuesday January 1<sup>st</sup> and will be back at work on Wednesday January 2<sup>nd</sup>. Susan is scheduled to be in the office for a few hours every day during this period except for the holidays December 24<sup>th</sup> and December 25<sup>th</sup> and Monday December 31<sup>st</sup> and January 1<sup>st</sup>. Mark will be available by cellphone during this time (240-3868).

**Thanks!**

***Mark Butler***  
**Manager**  
**Community Councils Center**  
**CL/TEXT 240-3868**