Memo

To: Michael Kouchakdjian, Director of Administration From: Narine Movsesian, Clinic Services Coordinator

Re: Aerobics classes

Date: June 26

I would like to start aerobics classes for AUA staff and students. The room 9C is available on Tuesday and Thursday from 5:15 to 6:15. The instructor and participants are ready to start from July 2.

Please approve.