



J. H. Saltzer

Massachusetts Institute of Technology  
Information Processing Center  
Cambridge, Massachusetts 02139

2 December 69

To: Administrative Distribution  
From: Leo J. Ryan  
Subject: GE 645 Site Meeting

Beginning Tuesday December 9, 1969 the weekly GE 645 Site Meeting will be held in building 39 room 585 from 2 PM to 3 PM. This meeting will be Chaired by Leo J. Ryan, Manager-Computer Operations for the Information Processing Center.

An attempt will be made to distribute an agenda, by 10:00 AM each Tuesday, and a synopsis of each meeting the following day.

Persons wishing specific items discussed should make their request through my office by 10:00 AM on Monday for inclusion on agenda for the following day, or contact one of the Site Meeting participants listed below.

The following persons are invited to attend these meetings.

G.E. Field Engineering

Paul Lea  
E. Kleinow

G.E. Hardware

John Ammons  
John Zona

G.E. Account Rep.

Henry Nye

Project MAC

Jerry Grochow