

August 29, 1980

Reverend John J. Geohan  
37 Pelton Street  
West Roxbury, Massachusetts 02132

Dear John:

I am writing to you regarding your status of Sick Leave. As you know every six months your Sick Leave expires and the Personnel Board makes a recommendation as to whether or not Sick Leave should be extended.

We are now requesting that you contact the Personnel Office as soon as possible and if Necessary, schedule an appointment with either Tom Oates or me to discuss your situation.

We look forward to hearing from you in the near future.

With prayerful best wishes, I am

Faternally,

Reverend Gilbert S. Phinn  
Personnel Director

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