



**STATE OF CONNECTICUT  
JUDICIAL BRANCH**

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**ADMINISTRATIVE SERVICES DIVISION  
HUMAN RESOURCE MANAGEMENT UNIT**

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*Robert D. Coffey, Director*

May 29, 2007

Office of the Secretary of State  
30 Trinity Street  
P.O. Box 150470  
Hartford, CT 06115-0470

Re: Special Meeting of the Executive Committee of the Superior Court Judges

To Whom It May Concern:

This letter is to replace the letter that was sent on May 23, 2007 regarding the above subject. A fourth item has been added to the new subjects for discussion. In accordance with the Connecticut General Statutes §1-225, I am hereby reporting that the Executive Committee of the Superior Court Judges will hold a special meeting on Wednesday May 30, 2007 at 1:30 p.m. in the Attorney's Conference Room, State Supreme Court Building, 231 Capitol Avenue, Hartford, CT. The business to be transacted is limited to the items set forth below.

If you require additional information, please contact me at (860)706-5280.

Sincerely yours,

Robert D. Coffey, Director  
Human Resource Management Unit

**Meeting Agenda**

- A. Ratification of Actions Taken by Mail
  - Appointments, Promotions and Transfers of Judicial Employees
  - Leaves of Absence for Judicial Employees
  - Fines for Infractions / Violations Payable by Mail
  - Appointments to Local Grievance Panels
  - Receipt of Client Security Fund Committee Reports
  
- B. New Subjects for Discussion
  - Report of Connecticut Bar Foundation on Administration of IOLTA
  - Review of Recommended Appointments at the Annual Meeting
  - Publication of Judge's Towns of Residence in Judicial Branch Directory
  - Review of Guidelines for the Reimbursement of Trustee Expenses