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**MEMORANDUM**

**DATE:** November 4, 2013

**TO:** Hotel Association of New York City, Inc.  
Labor Relations Members  
General Managers, Human Resources Directors and Controllers

**FROM:** Kane Kessler, P.C.  
Labor and Employment Law Department

**RE:** **Human Resources Directors Meeting**

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We are scheduling a Human Resources Directors meeting for **Monday, December 9, 2013 at 2:00 p.m. at The New York Marriott East Side, in the Astor Room on the Hotel's Lower Level.** The New York Marriott East Side is located at 525 Lexington Avenue, New York, New York.

We intend to discuss the Portage Settlement, the protocols for Panic Devices, the status of the Food and Beverage Subcommittee, Article 21 hiring, as well as other matters of general interest.

We look forward to seeing you at the meeting.

cc: Joseph E. Spinnato, Esq.  
Geoffrey A. Mills, Chairman