



MITCHELL J. LANDRIEU
LIEUTENANT GOVERNOR

State of Louisiana
OFFICE OF THE LIEUTENANT GOVERNOR
DEPARTMENT OF CULTURE, RECREATION & TOURISM
MANAGEMENT AND FINANCE

ANGÈLE DAVIS
SECRETARY

MATTHEW A. JONES
UNDERSECRETARY

HUMAN RESOURCES MEMORANDUM NO. 04-047

September 14, 2004

TO: Lt. Governor, Secretary, Undersecretary, Assistant Secretaries, Deputy Assistant Secretaries, Program Managers

FROM: Mary V. Gloston
Human Resources Director

SUBJECT: **A Lunch & Learn Workshop**
(Another in our series of meetings on health, safety, well being, & seasonal topics.)

"The Archaeological Sites of Downtown Baton Rouge"
Thurston and Sara Hahn, Archaeologists
Coastal Environments, Inc. of Baton Rouge
Friday, October 1, 2004, 11:30 a.m. – 1:30 p.m.
Seminar Center, State Library

In celebration of Louisiana Archaeology Week 2004, the Division of Archaeology invites you to a brief lecture and walking tour of the archaeological mecca that is in downtown Baton Rouge. The tour will focus on the archaeology that was done during the planning and construction of the East Parking Garage where a mid-to-late 19th century residential neighborhood was discovered.

Leaders of this event are Thurston and Sara Hahn, local archaeologists with the environmental consulting firm Coastal Environments, Inc. here in Baton Rouge. The Hahns have been investigating the downtown area and performing excavations here for the past ten years. Don't miss this unique opportunity to learn about the history and archaeology of our great State Capitol!

If you are interested in attending, please complete the attached registration form and submit it to the Human Resources Office or register on-line on "Channel Z" no later than 12:00 noon on Thursday, September 30, 2004. Lunch will be catered by Subway. You must provide your own soft drink. ***Cancellations must be phoned in to us at (225) 342-0880 before the deadline, or the reservation will be considered a guarantee of payment.***

Attachment

Please Post and Circulate

“The Archaeological Sites of Downtown Baton Rouge”
REGISTRATION FORM

Please Print
Name _____

Department _____ **Phone #** _____

_____ **Include me in the Box Lunch for \$5.45** (*Price includes 9% tax.*)

*** **NOTE:** If you are unable to attend after making a reservation and fail to notify us, please understand that we must consider this registration a guarantee for your payment.

Lunch Choices from Subway:

All boxes include a 6" sub, bag of chips, and a cookie.

_____ **Turkey** on wheat dressed with lettuce, tomato, mustard and mayonnaise, baked lays and a cookie.

_____ **Club**, ham, turkey and swiss, on white dressed with lettuce, tomato, mustard and mayonnaise, plain lays and a cookie.

_____ **Roast Beef** on white dressed with lettuce, tomato, mustard and mayonnaise, plain lays and a cookie.

Payment Choice:

_____ Check for the lunch amount payable to **Subway** is attached. (Please be sure your check includes your address, home and work telephone number, and driver's license number.)

_____ I will pay at the meeting.

OR

_____ I will attend the presentation but will not participate in the lunch.

Signatures:

EMPLOYEE _____ **Date** _____

SUPERVISOR _____ **Date** _____