

Wayne State University

Memorandum

To: Jim Williams

From: Louise Bugg

Louise

Ext.

Subject: Hiring G. Alt for DALNET

Date: March 29, 1985

The DALNET Directors, at their February 7, 1985 meeting agreed to proceed with establishing a not-for-profit corporation. After consultation with General Counsel here at WSU, I would like to initiate the paperwork necessary to hire the services of Gerald Alt to provide legal assistance to DALNET. All hiring of "outside" attorneys must be done via WSU's General Counsel.

Steps taken to date are:

- (1) Consult with P. Eames and M. Kiley at WSU;
- (2) Written understanding of services to be performed and fees to be charged by G. Alt (attached);
- (3) Packets (attached) sent to each DALNET library director containing:
 - (a) cover letter;
 - (b) letter of intent to pay \$500 to be signed and returned ASAP;
 - (c) invoice for \$500;
 - (d) DALNET planning fund reports.

M. Kiley told me that his office would be unable to proceed with hiring G. Alt until commitment letters, or checks, were in hand from each DALNET institution. While we are getting these letters, can you proceed with any other paperwork necessary to hire G. Alt so that "all systems are ready" as soon as possible? *approving the*

I assume the Provost must approve this hiring, too, since it is for services over \$2,500. Please let me know if you need more information.

Thanks.

LB/ff

cc: P. Spyers-Duran
Attachments