BO-SS 3 January 2021

MEMORANDUM FOR FORT HOOAH BOSS GENERAL COUNCIL

SUBJECT: Better Opportunities for Single Soldiers (BOSS) Executive General Council Meeting

1. There will be a BOSS General Council meeting on **7 January 2021**, at **1330** at the **BOSS Headquarters Meeting (1921 BOSS Street, Fort Hooah, Neverland 12345)**. If you are a BOSS Representative you are strongly encouraged to attend.

2. If you are unable to attend please notify the BOSS Executive Team as soon as possible.

3. Attached for your review is a copy of the agenda.

4. The point of contact for this memorandum is the Fort Hooah BOSS President, SGT John Smith, at 123-867-5309 or by email at john.a.smith.mil@mail.mil.

John A. Smith

JOHN A. SMITH
 SPC, USA
 Fort Hooah BOSS President