

From: Ross, Hannah S. <[hross@middlebury.edu](mailto:hross@middlebury.edu)>  
To: [REDACTED]  
Cc: Steen, Natalie A. <[nsteen@middlebury.edu](mailto:nsteen@middlebury.edu)>  
Sent: Tuesday, November 16, 2021 at 10:10:07 AM EST  
Subject: RE: Mead Memorial Chapel

Dear [REDACTED]

Attached please find a photograph of the wooden sign that was located above the eastern door of the Chapel. This reflects its current condition. Our marvelous staff in Facilities took the initiative to repair it, so it appears as it did before removal.

As Middlebury is a private institution—where open records laws do not apply—some portion of its business records, like those related to gift or funding agreements, are not stored in our College Archives and are not available to researchers. Although our archives are ordinarily open to researchers, at this time COVID-19 prevalence remains too high in Vermont and Addison County to allow us to open our library to visitors.

We understand that you would like to see records from our archives relating to Governor Mead and I have asked the archives staff to put this on their list of research requests. Please understand that the archives (like most workplaces right now) is short-staffed and must prioritize requests from students and faculty.

I hope I have addressed the questions you have asked on behalf of your family.

Sincerely,

Hannah S. Ross  
General Counsel, Chief of Staff  
& Secretary of the Corporation  
Middlebury