Alliance
Communication

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To Kevin Cahill	From Nancy Pollock	
Co./Dept.	Co.	
Phone #	Phone #	
Fax #	Fax #	

April 2, 1998

To: Bob Cheever
Brad Young
Kevin Cahill
Solutia Inc.

From: Nancy Pollock
Alliance Communication

RE: Pre-CAP Planning

We are scheduled to meet again at 10 a.m. on Wednesday, April 8. At that meeting I'd like to complete the following:

- Finalize invitation list to pre-CAP meeting
- Approve invitation letter and pre-CAP meeting agenda
- Schedule pre-CAP meeting

Please review the attached invitation letter and agenda. If you'd like to discuss them, please call before our meeting next week. Otherwise I'll see you on Wednesday.

Thanks.

Nancy

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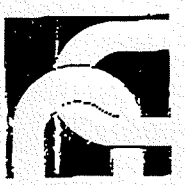
314 394-2225
314 394-4107 Fax

DSW 137876



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Communication

Invitation Letter
Pre-CAP Meeting
Draft: April 2, 1998

Dear NAME,

As a long-time member of the community, Solutia's Queeny plant remains committed to being a good corporate neighbor. I am writing to invite you to a meeting that will help the company build on that history and improve communications with area residents, business owners, educators, and officials.

You were contacted by telephone recently and asked to share your opinions about the Queeny site, which is located at 1700 South Second Street and until last fall was part of Monsanto Company. As an active member of the Soulard community, your views are important to Solutia.

Please join us at PLACE on DATE. The meeting will begin at TIME. Dinner will be served and we will adjourn by TIME.

During the session we will share Solutia's plans to assemble a neighborhood group that will meet regularly to exchange information about the plant and the community. We call the group a Community Advisory Panel and it will be just one of the ways company will more formally communicate with our neighbors.

Also at the meeting we will ask for your opinions and any comments you hear from friends and neighbors about our operation. That kind of direct feedback is valuable.

Let us know if you are able to attend by calling NAME at PHONE by DATE. We look forward to seeing you at the meeting.

Sincerely,
Bob Cheever

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Pre-CAP Meeting Agenda
J.F. Queeny Site
Draft: April 2, 1998

The following are the recommended format, messages and preparation for the pre-Community Advisory Panel meeting.

The reasons for the meeting are to solicit prospective CAP members, begin rolling out key messages, and gather feedback about the site.

Format

The meeting will be structured, but be informal enough to allow participants to feel comfortable. A specific agenda is detailed below. This meeting will reflect the formal and style of future regular CAP meetings. Solutia participants will make brief remarks about the site to educate the audience about key messages, but the majority of the meeting will be devoted to discussing CAP development and listening to feedback about the operation.

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Messages

These reflect the key messages recommended in the community survey results document dated March 31, 1998. For the pre-CAP meeting, messages will focus on:

- Solutia Queeny is forming a CAP to build on its long history in the neighborhood
- Solutia Queeny is a safe site
- Solutia Queeny is a committed corporate neighbor
- Solutia Queeny makes products that benefit society
- Solutia Queeny is a historically significant member of the Soulard community

Preparation

Developing messages in advance, preparing for possible audience questions, rehearsing, and identifying props and handouts will be key to a successful event.

Prospective Q&As and suggested handouts are outlined below.

Q&As

Likely questions the team will be prepared to answer include:

Q. Why is Solutia forming a CAP?

Q. Why isn't the site part of Monsanto and what is Solutia?

Q. What will be expected of me if I join the CAP?

Q. What is the purpose of the CAP? What do you expect to accomplish?

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Agenda

5:30-6:00 p.m. – Guests assemble and mingle for drinks/snacks

6:00-6:05 p.m. – Bob Cheever welcomes group; explains purpose of meeting

6L05-6:10 p.m. – Introductions

6:10-6:40 p.m. – Dinner (during dinner we can discuss products, history, in more depth)

6:40-6:50 p.m. – Brad Young on site overview, history, products

6:50-7:00 p.m. – Alliance Communication facilitates discussion of CAP definition, role of members, potential future agenda items, etc.

7:00-7:15 p.m. – Alliance Communication facilitates group discussion of CAP and team answers individual questions

7:15-7:25 p.m. – Alliance Communication solicits feedback from guests about their perceptions of the site and opinions heard by neighbors and friends

7:15-7:25 p.m. – Ask for CAP commitment and determine time and place for first regular CAP meeting

7:25-7:30 p.m. – Thanks you's and adjourn

Note: Times approximate based in part on number of questions and length of discussions. Entire meeting can be moved back 30 minutes if it's believed participants can gather by 5:30 p.m.

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