

To: Girard, Jean (WFC)[REDACTED]
Cc: [REDACTED]
From: Lesley Groff
Sent: Tue 2/16/2016 5:33:42 PM
Subject: Re: Enhanced Education Conf. Room

she is flying so I don't believe will answer...lets just push it to 12:30! will be better...

On Feb 16, 2016, at 11:56 AM, Girard, Jean (WFC) <[REDACTED]> wrote:

> Thank you Lesley,
>
> [REDACTED], if you land at 1115, we should perhaps delay the lunch to 11230. Should I make the necessary adjustments?
> jean

> -----Original Message-----
> From: Lesley Groff [mailto:[REDACTED]]
> Sent: Tuesday, February 16, 2016 6:46 AM
> To: Girard, Jean (WFC); [REDACTED]
> Subject: Enhanced Education Conf. Room

> Good morning Jean and [REDACTED]...

> [REDACTED], please keep Jean apprised of your arrival to the hotel...from what I understand you are to arrive the Vancouver airport at 11:15am...the lunch in the conference room is to start at noon...if you need to tweak this time (perhaps start lunch at 12:30? 1pm?) please let Jean know...

> I am traveling today myself to TX and I may not be able to respond too quickly...please coordinate with each other.

> Thank you!

> Lesley

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