

To: [REDACTED]
From: Lesley Groff
Sent: Tue 8/12/2014 1:07:12 PM
Subject: Re: Hello!

All sounds good to me for sure. I will still order the hangers...

And considering where we are with [REDACTED] I think a check list is a must...yes, it should go without saying, but we are not dealing with the sharpest tool in the shed ever when it comes to maids (that is between you and me) Therefore, the more help we can provide the better (ie: a check list)

You should speak to [REDACTED]/Lyn re the check list.

In the future, we will need this check list for any maid that comes to work the apartments, so it is good to have. Include the fact that once an extra soap, paper towel roll etc has been taken from the 'extra' area, it needs to be replaced! ;)

On Aug 12, 2014, at 8:42 AM, [REDACTED] <[REDACTED]> wrote:

I will make a check list.

I disagree somewhat. Yes, it would be helpful to make a checklist but seriously...toilet paper? and blown light bulbs? Does this not go without saying. I suppose I am annoyed because I have seen the job she is doing and her attitude when I try to help. I am also going to have to spell out to clean inside kitchen cabinets each time because they were crazy in 11J. She told me she couldn't change lightbulbs. When I questioned this she said they were too high even in the bathroom. So I will get a step ladder for each apartment.

And the things [REDACTED] told me that she found in 10B shocked me. (A mans pair of dirty underpants in the linen closet)

I think she can store spare light bulbs and toilet paper in a closet in each apartment. Like a maintenance closet below the sink. Merwin can get the lightbulbs and [REDACTED] can buy the toilet paper herself. there is a wall greens 2 blocks away.

Also I think we have a closet downstairs in the basement for storing things. [REDACTED] mentioned it but never showed it to me and I have never had a key. I will have to ask Lyn.

On Tue, Aug 12, 2014 at 8:14 AM, Lesley Groff <[REDACTED]> wrote:

The problem here is someone needs to be responsible for keeping a list of what is needed for each apt after each guest leaves. It should be [REDACTED] as she is the one cleaning. Does she have a check list? She needs a check list. Has one ever been

made up? We need a place to keep spare toilet paper, paper towels, soaps etc. I'm not sure there is a place to keep this stuff at the apartments. Can we keep at 71st? Seems inconvenient. Do we have a storage area at 301?

I was not going to forward to Jeffrey. Merwin, Lynn and [REDACTED] all need to know.

Sent from my iPhone

On Aug 11, 2014, at 6:50 PM, [REDACTED] <[REDACTED]> wrote:

> Let me know if you are going to forward or if I should. I want to include lyn [REDACTED] and Merwin

>

> Sent from my iPhone

>

>> On Aug 11, 2014, at 6:46 PM, Lesley Groff <[REDACTED]> wrote:

>>

>> That is nuts. Thank you so much! You are allowed to stay any time!

>>

>> Sent from my iPhone

>>

>>> On Aug 11, 2014, at 6:28 PM, "[REDACTED]" <[REDACTED]> wrote:

>>>

>>> I wish everyone knew that. I even got some light bulbs, paper towels and hangers. There were none. Somebody took them all. What kind of people do you let stay here anyway???

>>>

>>> Sent from my iPad

>>>

>>>> On Aug 11, 2014, at 4:23 PM, Lesley Groff <[REDACTED]> wrote:

>>>>

>>>> you are the best! t hanks

>>>>

>>>>> On Aug 11, 2014, at 4:21 PM, [REDACTED] wrote:

>>>>>

>>>>> Yup. Out by ten AM! The apt is almost cleaner than when I came in!

>>>>>

>>>>> Sent from my iPhone

>>>>>

>>>>>> On Aug 11, 2014, at 3:58 PM, Lesley Groff <[REDACTED]> wrote:

>>>>>>

>>>>>> Hi Bobby...hope all is going well for you! Just wondering if you know around what time you will vacate the apt on WEd. Aug. 13th? Just need to know what time to send the maid in!

>>>>>>

>>>>>> Thanks, Lesley

>>>>>>