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**To:** "Melanie Spinella ([REDACTED])" <[REDACTED]>  
**CC:** "Jeffrey Epstein (jeevacation@gmail.com)" <jeevacation@gmail.com>  
**Subject:**  
**Date:** Thu, 15 Jan 2015 15:20:23 +0000

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**MEMORANDUM**

TO: Leon Black  
CC: Jeffrey Epstein  
FROM: Brad Wechsler  
DATE: January 15, 2015

Yesterday, Jeffrey and I spoke briefly about my initial priorities and I thought I would set them out so that the three of us can discuss them as necessary.

Broad

1. Address staffing so that I have at least one individual who I can rely upon for crisp, accurate, timely information.
2. Understand asset ownership and ownership structure.
3. Cash flow projections.
4. Create cogent monthly financial reporting in standard financial operating formats (e.g., P&L, balance sheet, cash flow statement).
5. Cogent procedures for Trustee Interaction.
6. Integrity of data and data retrieval.

Narrow (Project Based)

I have a list of 40-45 items ranging from getting a deeper understanding of Phaidon Global and Regan Arts and reviewing all intra family debt and interest payments (all entities) to setting up on-line banking and setting up the Art Partnership. (All of Jeffrey's list is incorporated.) Happy to discuss.