

From: Cecile de Jongh <[REDACTED]>

To: jeanne <[REDACTED]>, Richard Kahn <[REDACTED]>, Darren Indyke <[REDACTED]>, "jeffrey E." <jeevacation@gmail.com>

Subject:

Date: Mon, 08 Jan 2018 14:40:57 +0000

Good morning Jeffrey,

Office Construction: Ceiling tiles will be put up the week of January 16th as I have confirmed with Jimmy that he will have a crew here to install them. Carpet will be installed the week of January 22nd.

Cashkim: Ok re discussion. As you know, he is taking the pictures on LSJ and he has been doing projects for Daphne. I have also assigned him a project to go through the files that are now seven years old and scan and shred them.

Jermaine: I can look for someone who has an IT background to help Jermaine. We did try to hire someone for him a few years ago. Liston Thomas helps Jermaine on a contractual basis.

Anna's Receipts: Cashkim should be drafted to help Anna with her receipt backlog and going forward. He is very organized.

With warm regards,

Cecile de Jongh

On Monday, January 08, 2018 09:38:07 AM AST, jeffrey E. <jeevacation@gmail.com> wrote:

pleasae see to it that the office contrsuction is complete soon. this is silly. . we need to discuss cashkim. ? getting extra help for jermain. . it seems anas recpets are undone since JUNE!! .

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please note

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