
From: [REDACTED] on behalf of [REDACTED]

Sent: Thursday, January 15, 2015 3:20 PM

To: [REDACTED]

Cc: Jeffrey Epstein (jeevacation@gmail.com)

M=MORANDUM

TO: &=bsp; [REDACTED]=/p>

CC: &=bsp; Jeffrey Epstein<=o:p>

FROM: = [REDACTED]

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.

=road

1.&n=sp; Address staffing so that I have at least one individual who I can rely upon for crisp, accurate, timely information.

2.&n=sp; Understand asset ownership and ownership structure.</=>

3.&n=sp; Cash flow projections.

4.&n=sp; Create cogent monthly financial reporting in standard financial operating formats (e.g., P&L, balance sheet, cash flow statement=.

5.&n=sp; Cogent procedures for Trustee Interaction.

6.&n=sp; 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.

