

**From:** "Jeanne Brennan Wiebracht" <[REDACTED]>  
**To:** "Cecile de Jongh" <[REDACTED]>, "Daphne Wallace" <[REDACTED]>  
**Cc:** "Una Pascal" <[REDACTED]>, <[REDACTED]>  
**Subject:** RE: Office Update  
**Sent:** Wednesday, October 11, 2017 1:33:03 PM

Wednesday 10/11/2017 :

- Painters started this morning ( Wally's crew ) and are going office by office – they are aware that the carpet is to be laid on Tuesday and have committed to being done by then - note we will hold them off on Cecile's office and the Kitchen and bathroom area depending on addressing open items below
- Chico and Kyle are moving the furniture - starting with the smaller pieces to the office across the way in anticipation of laying the carpet – we will see how far they get and update tomorrow on the larger pieces
- I spoke with Angela Bryan at Floor Factory who confirmed that the laying of the carpet is on the schedule for Tuesday October 17, 2017. If we need to delay then we will have to wait for the following week. I advised her we would call to reschedule if necessary – so this an open to do items if we want to change
- Open items on work yet to be scheduled
  - Base boards in the back of the office which need to be replaced– and generally speaking throughout the office they are not in good shape
  - Replacing the plaster board walls in Cecile's office and possible Jeanne's Office
  - Replacing the ceiling tiles.

If there are any areas or concerns to be added please add.

Jeanne

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**From:** Cecile de Jongh [mailto:[REDACTED]]  
**Sent:** Tuesday, October 10, 2017 3:28 PM  
**To:** Jeanne Brennan Wiebracht <[REDACTED]>; Daphne Wallace <[REDACTED]>  
**Subject:** Fwd: Office Update

With warm regards,

Cecile

Sent from my iPhone and misspellings courtesy of iPhone.  
Begin forwarded message:

**From:** "jeffrey E." <jeevacation@gmail.com>  
**Date:** October 10, 2017 at 3:07:05 PM EDT  
**To:** Cecile de Jongh <[REDACTED]>  
**Subject:** Re: Office Update

we should do the whole thing right and asap. if we have to wait . wait

On Tue, Oct 10, 2017 at 8:21 PM, Cecile de Jongh <[REDACTED]> wrote:

Ok re Fraguela. What about only doing part of the office? Putting in new carpet and painting the walls in the back makes no sense if it's going to get soaked every time it rains.

With warm regards,

Cecile

Sent from my iPhone and misspellings courtesy of iPhone.

On Oct 10, 2017, at 2:16 PM, jeffrey E. <[jeevacation@gmail.com](mailto:jeevacation@gmail.com)> wrote:

fraguela asap

On Tue, Oct 10, 2017 at 6:56 PM, Cecile de Jongh <[REDACTED]> wrote:

Hi Jeffrey,

The roof over the kitchen, my office and Jeanne's office is leaking significantly. There are puddles on the floor from the rain over the weekend. AYH management came to look at it and they don't know when they can get around to fixing it.

It may be prudent to only paint and carpet up to the copy room and leave the back part until the roof is fixed. Jeanne and I will relocate to the front offices. What do you think?

Jimmy Fraguela is outsourcing the individual projects (painting, sheet rocking etc..). We can control what happens and the pace if we are just dealing with one contractor who is doing the work himself. Please let me know your thoughts?

With warm regards,

Cecile

Sent from my iPhone and misspellings courtesy of iPhone.

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