



Community Management, Inc.

Memo

To: Elizabeth Lofts Condominium Owners

From: Tom La Voie, CMCA, CCM, PCAM Community Manager

Date: July 2, 2019

Re: Changes to Concierge Staff

Our Ref: CMI24/ELIZ176

Dear Elizabeth residents,

Please note that there will be a change to the Concierge team at the Elizabeth Lofts effective next week. Lisa DeMinco will not be returning to the Concierge Desk. We know she greatly appreciates your thoughts and concern for her, and we are grateful for your support during this time.

CMI has promoted Kati Mitchell to the Lead Concierge position. We have heard wonderful things from you regarding Kati's time at the Elizabeth, so we are excited for her continued success on the team. We are actively looking to fill the full-time evening shift position vacated by Kati Mitchell. Monica Harvey will remain in her part time position.

If you have not already done so, please make sure to introduce yourself and congratulate her on her new position at the Elizabeth! We appreciate your patience and understanding during this transition!

