

# MEMORANDUM

*From the desk of*

**CINDY VAN METER**

*Office Manager/Human Resource Coordinator*



DATE : May 1, 2023

TO : Board of Directors

CC : John Tillotson

RE : Pool Manager position

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Contacted six (6) applicants and four (4) responded. Set up four (4) interviews and three (3) showed up with one (1) no show for this position. The eligibility list is as follows:

Vivianna Gonzalez	1
Kasandra Samayoa	2
Francisco Bernardino	3