

“For Your Information”

(A periodic publication by Sherwood Oaks Executive Director, Annette McPeck)

January 19, 2018

New Marketing Coordinator

Donna Fasone has accepted the Marketing Coordinator position. Donna has been an employee here since 2003 and is currently our Human Resource Consultant. You will see Donna working with the Marketing Department in the next few weeks. We welcome her to her new role.

Resident Meeting

There will be a resident meeting on Thursday, January 25th at 1:30 PM in the Auditorium with Mike Mills. Mike will be speaking about the Security and Transportation Department. I will also be giving a brief update on the community.

Dining Services Updates

The dish machine room project is underway and is proceeding relatively well. We'd like to thank each of you for your patience. Buffet meals will continue until the project is completed.

Join us on Wednesday, January 31st as we celebrate January birthdays with a medieval themed birthday celebration. The menu includes: wild mushroom & leek soup and hunter's stew, bison in pastry, roasted cornish hens, grilled apple & gouda sausage served on saffron couscous, house smoked fish with peach chutney, herb fingerling potatoes, braised glazed parsnips and fresh roasted carrots. If you plan to eat in the Main Dining Room for dinner this evening, we suggest that you make a reservation by calling ext. 8234.

Elevator Testing

Required elevator testing will take place on Monday, January 22nd at approximately 9 AM. The test for each elevator should take one hour to complete. The schedule is listed below, posted in the resident mailroom and is also advertised on tv channel 900. Please plan accordingly during these time frames. We apologize for the temporary inconvenience and want to thank you in advance for your understanding and cooperation.



#5 OAK GROVE.....	9-10 AM
#2 BEAUTY SALON.....	10-11 AM
#4 BEHIND RECEPTION DESK	11-12 NOON
#3 SWIMMING POOL AREA	1-2 PM
#1 KITCHEN	2-3 PM
#6 LAKESIDE APARTMENTS	3-4 PM