

# *“For Your Information”*

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

**December 22, 2021**



## **Upcoming Holidays**

Since Christmas Day and New Year's Day fall on Saturdays this year, they are observed on Friday, December 24 and Friday, December 31.

- ✓ Patio homes and apartments that are cleaned on Fridays will not be cleaned. A credit will be placed on your bill.
- ✓ Fitness classes have been cancelled.
- ✓ Marketing, Administrative and Finance offices are closed.

There are no changes to campus transportation schedules on December 24 or 31. Sign-up sheets to go off-campus are posted on the transportation bulletin board in the mailroom. Please note: There is no off-campus transportation on Saturday, December 25 or Saturday, January 1.

Christmas Eve, Christmas Day, New Year's Eve and New Year's Day dining hours are as follows:

### **Main Dining Room**

Lunch – 11:45 a.m. – 2:00 p.m.

Dinner – Closed

Meal deliveries will occur between 11:30 a.m. – 12:30 p.m.

### **Café**

Breakfast – 8-10:30 a.m.

Lunch – Closed

Dinner – Closed

Take out meals available at the Café counter from 11:30 a.m. – 2:00 p.m.

### **Reception Desk Hours**

Christmas Eve & New Year's Eve – 7:30 a.m. to 8:30 p.m.

Christmas Day & New Year's Day – 8 a.m. to 8 p.m.

## **Director of Residential Services**

As many of you know, Phyllis Franks will retire at the end of the year. I am pleased to announce that Sue Hoffman, Special Services Coordinator, has accepted our offer as Director of Residential Services. We've extended an offer to an outside candidate for Sue's position. Please join me in wishing Phyllis the best of luck in retirement and welcoming Sue in her new role. Good wishes cards for Phyllis can be dropped off at the reception desk.