



May 24, 2108

Ladies & Gentlemen of the ECTS Foundation,

Please excuse my absence at tonight's meeting. My youngest is graduating from high school this Spring and tonight is her senior choral recital and she has a solo. It is a big night for her and we are anxious to celebrate with her.

As per usual, but especially in my absence, please feel free to reach out to me for questions or clarification on my report.

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Sincerely,

Jennifer Pontzer