

December 5, 1995

Ms. Joan MacDonald  
Chef and Manager, University Club  
Collier House  
CAMPUS

Dear Joan:

I am writing to thank you and your two waiters for the extraordinary service at the luncheon held by the President's Office yesterday in Room A. As the organizer of the event, I am most grateful for your responsiveness to my request for quick service in a limited time. The service was flawless and attentive, enabling our group to complete the meal comfortably in time for the next event scheduled at 1:45 p.m. As always, the meals were excellently prepared.

Please convey my thanks to the waiters and the other staff members who worked so hard to make our luncheon a success.

Sincerely,

Susan E. Plass  
Assistant Vice Provost for International Affairs

c: President Dave Frohnmayer