

Message

From: Yulanda Parson [/O=INGLEWOOD/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=A6F091866E354C39BBE22AED7179B933-YULANDA PARSON]
Sent: 11/20/2018 6:51:44 PM
To: Catherine Aguilar [catherine@trifiletticonsulting.com]
CC: Mindala Wilcox [/O=Inglewood/OU=CITY/cn=Recipients/cn=mwilcox]; Lisa Trifiletti [lisa@trifiletticonsulting.com]
Subject: RE: IBEC: EIR Coordination 11/26-11/27 Room Reservation


Hello Catherine,

Thank you for your e-mail!

Yes, I will make sure that we have the U-shape setup for your meetings. How many attendees are you expecting?

Thank you,

Yulanda R. Parson | Management Assistant
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From: Catherine Aguilar [mailto:catherine@trifiletticonsulting.com]
Sent: Tuesday, November 20, 2018 10:43 AM
To: Yulanda Parson <yparson@cityofinglewood.org>
Cc: Mindala Wilcox <mwilcox@cityofinglewood.org>; Lisa Trifiletti <lisa@trifiletticonsulting.com>
Subject: IBEC: EIR Coordination 11/26-11/27 Room Reservation

Hi Yulanda,

I am working with Mindy Wilcox on the Clippers arena project, and we currently have the Community Room reserved all day for our Clippers meetings on 11/26-11/27.

I am reaching out to coordinate with you the configuration of the room set up. Would it be possible to have a U-shape set up for our meeting dates?

Many thanks in advance for all your help!

Best,



Catherine Aguilar

Environmental Policy and Planning Associate

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