



Memo

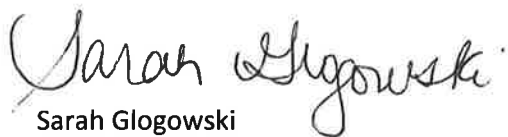
From: Sarah Glogowski

Date: January 11, 2023

Re: Satisfactory Completion of Jaclyn Smith's Probationary Period

I recommend that Jaclyn's employment status be changed from probationary to regular. Since starting this August as a page for FLLS, Jaclyn has been a dedicated employee. Her work at Southworth Library Association Library helps with her knowledge of our libraries and catalog, and we are happy that she joined FLLS as a staff member. Jaclyn strives to offer the best professional help to other sorting room and delivery staff and is a valuable asset for our staff here at FLLS.

Thank you,


Sarah Glogowski