

Bev Zubot
6531 112A Street
Edmonton, AB
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April 13, 2004

Civic Selection Committee
City of Edmonton
Edmonton, AB

RE: Reference for Jennifer Robin Lee

Dear Selection Committee:

I became familiar with Jennifer Lee while working as a Community Coordinator with the Downtown Edmonton Community Association. Jennifer Lee was an active volunteer and Board member of the Association in 2000/2001. Her contributions included, chairing the Marketing Committee, providing a free tax service to low-income people in the neighbourhood, organizing several successful social events, and initiating the development of a database for the Association.

Jennifer was an extremely dedicated volunteer who took her work with the Association as seriously as her paid work. She followed through with all her commitments, and was always well prepared for meetings. Perfection is her goal in everything she does.

She has shown her strengths in researching, analyzing and monitoring information, especially financial information. She is well organized and has good planning skills.

If you have questions, I may be reached during the day at 423-2285 ext 134.

Sincerely,



Bev Zubot