

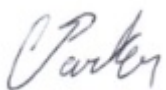
Memorandum

To: CABS Board of Directors
From: Calvin Parker
Date: December 14th, 2015
Re: Notice of Conference Portfolio Changes

Message

This memorandum is intended to inform the Board of Directors of The Canadian Association of Business Students that Jeanna Kozan, CABS' VP Conferences, will be vacating her current office to fulfill the Director of HR position for CABS Roundtable 2016. Effectively immediately, Calvin Parker will assume the responsibilities of VP Conferences as they pertain to CABS Roundtable 2016.

Sincerely,



Calvin Parker
President, F2016