

## Memorandum

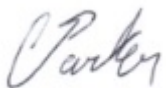
**To:** CABS Board of Directors  
**From:** Calvin Parker  
**Date:** November 11<sup>th</sup>, 2015  
**Re:** Resignation of Head Office Executive Secretary

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### Message

This memorandum is intended to inform the Board of Directors of The Canadian Association of Business Students that Jenna Pilgrim, recently hired Executive Secretary and former VP Communications of the Trent Business Students' Association for the F2014 term, has decided to resign her position due to competing demands for her time. The Management Team fully accepts and supports her renewed focus on other priorities, and we wish her every success in her future endeavors.

Sincerely,



**Calvin Parker**  
President, F2016