

Memorandum



Date: May 23, 2008

To: Management

From: Jack Kardys, Director

Subject: Distribution of PRIDE pocket guide

A handwritten signature in black ink, appearing to read "Jack Kardys", written over the "From:" line.

Attached are the PRIDE pocket guides that were distributed to supervisors at the April 23, 2008 Supervisors Meeting at the Caleb Auditorium. Please distribute to all of your employees during your monthly Business Review sessions or at your next staff meeting. The goal is for all employees to carry this source of information with them so they understand what our Mission, Core Values, Department Goals and Priority Initiatives are. It also provides them with useful park facts which are helpful while assisting patrons who visit our facilities.

While touring different facilities during the sparkle tours and other visits, I will randomly check to see if employees are carrying their pocket guide or even know what it is.

I am confident that you will advance this goal I have set forth for you and continue the commitment in order to deliver excellent services.

Thank you.

Attachment

