



June 14, 2023

RE: Employee Memo

Hello all,

I want to take a moment to address a few things.

I know there have been a lot of questions brought to me by many staff lately pertaining to job safety with the new HGMD board proposals of their by-laws regarding the management agreement and what it means to you.

Therefore, I want to clarify something, the entire staff here is hired and employed by HGA. While there may be some departments affected if it were to happen, those are logistics that management would need to work through. We will do everything in our power to mitigate any issues that were to arise should the Management Agreement end. Currently, we are unaware of its ending.

Most of our employees work for the betterment of Heather Gardens Association and will always be needed.

Furthermore, HGMD and its board members have no authority to dictate to our employees. Should any of their board members need something they are to go through Jon Rea with their request who will decide how best to proceed.

Please remember that if any board members come to you with a direct request, question, or otherwise they should be referred to Jon Rea. Board members are not to directly engage with staff unless Jon Rea has approved the communication, so I cannot stress this enough, please do not engage with them. Just as they should not approach our staff it is also the expectation that our employees adhere to this and NEVER go directly to a board member with any form of communication.

I hope this helped to clarify things for you all.

You do an amazing job here and we thank you for all you do!

Remember you can always reach out to me if you have any questions or concerns, my door is always open to every employee!

Have a wonderful day,

Holly Shearer

Chief Human Resources Officer