July 16/2015

**To all,**

**Please be informed that Dawn is in charge of keeping us supplied with all the goodies that we use; paper towel, coffee, milk, sugar, toilet paper, pens, paper, post-its, etc.**

**The problem we are seeing is that these goodies are being consumed, but only a few are advising Dawn when we run out.**

**She is more than willing to do this for us, but if we don’t keep her in the loop, your next trip to the bathroom may be sans-TP.**

**Help Dawn help us….. advise her when we are running low on supplies!**

**Thank You.**