

Karen Harkness

From: Jacob A. Woodford <jacob.a.woodford@lawrence.edu>
Sent: Thursday, February 21, 2019 8:25 PM
To: Karen Harkness; Marissa Downs
Cc: Christopher Lee
Subject: Re: Recusal - ARA 320 E. College Discussion

Fine with me, Karen.

Jake

From: Karen Harkness <karen.harkness@appleton.org>
Sent: Thursday, February 21, 2019 7:05 PM
To: Jacob A. Woodford; Marissa Downs
Cc: Christopher Lee
Subject: RE: Recusal - ARA 320 E. College Discussion

Thanks Jake,

Can we share your email with ARA and then it would become part of the minutes.

K*

Karen Harkness
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From: Jacob A. Woodford [mailto:jacob.a.woodford@lawrence.edu]
Sent: Thursday, February 21, 2019 4:30 PM
To: Karen Harkness <Karen.Harkness@Appleton.org>; Marissa Downs <downs@commonwealthco.net>

Cc: Christopher Lee <christopher.lee@lawrence.edu>

Subject: Recusal - ARA 320 E. College Discussion

Karen and Marissa,

If you feel it is appropriate, I would appreciate if the minutes of the next meeting of the ARA on February 28 reflected that I have recused myself from discussions and actions related to the property Lawrence University owns at 320 E. College Ave. I have a previously scheduled trip and will not attend any portion of the meeting on the 28th.

I would like it to be clear to the ARA that as a Lawrence employee and agent of the University in the sale of 320 E. College Ave, I intend to recuse myself from all future discussions and actions related to this property while it is owned by the University.

That being said, I would be happy to answer questions from the ARA regarding the property, Lawrence's RFP process to identify a developer, or anything else at your invitation.

Sincerely,

Jake



Jacob A. Woodford

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Secretary to the Board of Trustees

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