

# Memo #5

## **Dandelion Organic Delivery**

To: Maria Stavrakas and Jonny Lane, Founders, Dandelion Organic Delivery  
From: Megan Husko, Student, Western Washington University  
CC: Kristi Tyran, Professor, Western Washington University  
Date: Monday, November 14, 2016  
Re: Project Update #5

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Comments: Since our project is wrapping-up this will be one of the final memos I send. It has been great working with you and I'm very appreciative of this opportunity.

Accomplished from November 7-13, 2016:

1. Finished creating the brochure (viewable in attachment "Dandelion Organic Brochure")
2. Discussed design opportunity with colleague, who agreed to draft some ideas for you.

Plan for next week November 14 – 20, 2016:

1. Arrange meeting to wrap-up project.
2. Pass on evaluation form with instructions on returning the feedback to professor Kristi Tyran at WWU.
3. Return CDs with picture files and give Maria jump-drive with re-organized files.

Please let me know if there are any updates or changes I need to make to my plan.

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