

## Management Duties per partner

### Cody

Tech committee  
W. L. Gore Co liaison/ Contract shadowing with Andy  
Ryun/Property liaison  
Director of Tuesday humor

### Lauren

Meeting facilitator/Mins taker  
Finance committee  
Printer maintenance  
Business cards  
Brochures  
Cleaning lady contact person  
Co-recruitment

### Linzi

HIPAA police  
COF liaison  
Plant watering  
Signage  
Decorating committee  
Fire Marshall

### Justin

Tech committee  
Website maintenance  
Compliance  
Finance committee  
Filter changer in attic  
Corporation commission interface  
Ryun liaison  
Legal counsel

Jen

Shopping  
Mail/billing/scanning  
Therapy Notes liaison  
Decorating committee

Andy

W. L. Gore Liaison  
Contract EAP/Police liaison  
Recruiting

Dan

Phones: Voice and maintenance  
Data analysis  
RedHouse coordinator  
Finance committee  
COF co-liaison