February 2, 2024

Dear Residents, Staff and Families,

It is with great pleasure that I announce the appointment of Monica Knauss as Interim Director of Marketing. This is a special anniversary year for Dunwoody Village, celebrating 100 Years for the Dunwoody Home and 50 Years for Dunwoody Village. The Marketing Team plays a key role communicating and celebrating our milestone along with the many other routine functions that need to be accomplished throughout the year. The Marketing Team is small but mighty; therefore, it was agreed that we need to immediately fill the role of Marketing Director. Monica was willing to assume this important responsibility.

Monica has been with Dunwoody Village for 4 years in the role of Marketing Coordinator. She began with us in the middle of COVID and construction as well as the transition of the CEO. Monica has been instrumental in producing our Annual Report, researching and implementing Touchtown, mentoring other members of the marketing team and collaborating with team members in every department. Monica not only has established good rapport with other departments, directors and vendors, Monica has strong relationships with residents and their families as well. Moncia has a unique understanding of our current Marketing and Sales Department and also has a vision to help improve the experience of our current and future residents. Monica has over fourteen years working experience in two premier CCRCs, with ten of those years in sales and marketing and over seven of those years supervising and managing team members. She has demonstrated leadership skills including excellent verbal and written communication as well as coaching and team building. Monica also has twenty-plus years as a commercial real estate/litigation paralegal providing strong knowledge of the contract process.

Please join me in congratulating Monica and wishing her much success.

## **COVID**

Two Residential residents tested positive and are on quarantine. No Care Center residents have tested positive at this time. One staff member tested positive and is at home on isolation.

## **Religious Services**

The Catholic Mass scheduled Wednesday, February 7, 2024, is canceled. Communion will be distributed to residents in Personal Care and Skilled Nursing.

Have a great weekend!

Maureen