



January 17, 2009

Mr. Jerry Moore
1049 7th St N
Minneapolis, MN 55411

Dear Mr. Moore,

This letter is to inform you to immediately cease and desist the following actions:

- Representing yourself as the executive director and/or an employee of the Jordan Area Community Council (JACC)
- Taking any actions on behalf of JACC with vendors, donors, businesses or the community
- Return all property belonging to JACC to include equipment, documents, records, supplies, check books and anything else removed from the JACC office at 2009 James Avenue North that is in your possession or that you are aware of at any location other than the JACC office at 2009 James Ave N.
- Sending any communications indicating that the JACC office has moved from 2009 James Ave N.

Failure to abide immediately by this request will result in further action being taken.

ON BEHALF OF THE JORDAN AREA COMMUNITY COUNCIL BOARD OF DIRECTORS

A handwritten signature in black ink, appearing to read 'Michael K. Browne', written over a faint, illegible background.

Michael K. Browne
Board Chairman
Jordan Area community Council

January 14, 2009

Mr. Jerry Moore
1049 7th Street N
Minneapolis, MN 55411

Dear Mr. Moore:

This letter is to inform you that, based on a majority vote of the Jordan Area Community Council (JACC) Board of Directors at a regularly scheduled board meeting on this date, your employment is hereby terminated because of your misconduct following the JACC election meeting on January 12, 2009.

You are no longer allowed access to the office located at 2009 James Avenue North. Any property that you have in your possession that belongs to JACC (including keys to the office, computers, cell phones, JACC debit cards, credit cards, PIN numbers, passwords, paperwork or receipts for expenses) must be turned in immediately. You can contact Michael Browne at 612-388-9878 to arrange a time for you to return these items and retrieve any personal effects you have at the office.

Your final paycheck will be issued on the next regular JACC payroll following your return of the above property.

ON BEHALF OF THE JORDAN AREA COMMUNITY COUNCIL BOARD OF DIRECTORS:



Michael K. Browne
Chair



Anne McCandless
Secretary



Robert Hodson
Treasurer