



May 2, 2006

CAFE Georgian Bay
P.O Box 760
Barrie, ON L4M 4Y5

To whom it may concern:

I am pleased to offer this letter of recommendation for Lorraine Boutin-Gleason of Wired VBS. Lorraine has worked on a contract basis for CAFE Georgian Bay for the past five months.

Lorraine's company was originally contracted by our non-profit organization in an administrative assistant capacity. Shortly after she started with CAFE, the Managing Director resigned from her position and Lorraine quickly took over the majority of the Managing Director's responsibilities. This required Lorraine to come up to speed with our systems and processes. She developed a financial system, using Quickbooks, which she maintained and balanced monthly, regularly communicated with our members, and liaised with the National office.

Lorraine proved to be very flexible, enthusiastic and reliable – every day brought a new challenge that she faced head on.

If you have any questions please call me at 705-735-9114, and I would be pleased to offer further comments.

Yours truly,

Laurie Crosson
President, CAFE Georgian Bay