



# Memo

**To:** All Staff, Residents & Families  
**From:** Trisha DesLaurier, CEO  
**Date:** November 9, 2025  
**Re:** **CANOPY REMOVAL IN COURTYARD BEGINS**

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Disassembly of the Valley Manor Courtyard canopy will begin first thing in the morning, effective Monday, November 10<sup>th</sup>.

Please note that the courtyard will be completely out of bounds for all staff, residents, and families effective immediately on this date.

Following a recent engineering report, it was concluded that the structure is no longer safe. After careful review and analysis by the Board of Directors and Executive Team, and with the safety of all as our top priority, it was determined that removal of the canopy is the only option.

We thank you for your cooperation and continued support as we work to complete this project quickly and safely.

The courtyard will be back in safe condition to be enjoyed by all in the Spring of 2026.

A handwritten signature in black ink, appearing to read "Trisha DesLaurier", is written over a faint, light blue circular stamp. The signature is fluid and cursive.