

**From:** Zelman, Jayna <JZelman@marchofdimes.org>  
**Sent:** Wednesday, November 14, 2018 5:56 PM EST  
**To:** Vikki Kayne <vkayne@jbgsmith.com>; Natalie Monkou <nmonkou@arlingtonva.us>; Cara O'Donnell <codonnell@arlingtonva.us>; Michele Dobiecki <mdobiecki@jbgsmith.com>; Lexy Myers <lmyers@jbgsmith.com>  
**CC:** Sanchez, Christine <CSanchez@marchofdimes.org>; Christina Winn <cwinn@arlingtonva.us>  
**Subject:** Re: Call re March of Dimes Arlington move

Great - thanks all. Will send out a meeting notice.

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**From:** Vikki Kayne <vkayne@jbgsmith.com>  
**Sent:** Wednesday, November 14, 2018 5:09 PM  
**To:** Natalie Monkou; Zelman, Jayna; Cara O'Donnell; Michele Dobiecki; Lexy Myers  
**Cc:** Sanchez, Christine; Christina Winn  
**Subject:** RE: Call re March of Dimes Arlington move

Hi Jayna,

Thursday the 29<sup>th</sup> at 1pm works for JBG SMITH marketing.

Thanks,

Vikki

Vikki Kayne | SVP, Marketing and Communications

JBG Smith

4445 Willard Ave, 4th Floor | Chevy Chase, Maryland 20815

240.333.3864 direct | 240.687.7716 mobile

[vkayne@jbgsmith.com](mailto:vkayne@jbgsmith.com)

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**From:** Natalie Monkou <nmonkou@arlingtonva.us>  
**Sent:** Wednesday, November 14, 2018 4:04 PM  
**To:** Zelman, Jayna <JZelman@marchofdimes.org>; Vikki Kayne <vkayne@jbgsmith.com>; Cara O'Donnell <Codonnell@arlingtonva.us>; Michele Dobiecki <mdobiecki@jbgsmith.com>  
**Cc:** Sanchez, Christine <CSanchez@marchofdimes.org>; Christina Winn <Cwinn@arlingtonva.us>  
**Subject:** RE: Call re March of Dimes Arlington move

Hello Jayna,

Thank you so much! And it's nice to virtually meet you Christine. Welcome to Arlington!

We are excited to discuss March of Dimes' plans for an official announcement. Thursday, November 29 at 1 pm and Friday, November 30 at 1:30 pm work well for our team.

Natalie



**Natalie T. Monkou**  
Business Development Manager  
BID Staff Liaison  
Arlington Economic Development  
[nmonkou@arlingtonva.us](mailto:nmonkou@arlingtonva.us)  
703.228.0809 (o) / 571.982.2469 (c)

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**From:** Zelman, Jayna [<mailto:JZelman@marchofdimes.org>]  
**Sent:** Wednesday, November 14, 2018 1:08 PM  
**To:** Vikki Kayne <[vkayne@jbgsmith.com](mailto:vkayne@jbgsmith.com)>; Cara O'Donnell <[Codonnell@arlingtonva.us](mailto:Codonnell@arlingtonva.us)>; Michele Dobiecki <[mdobiecki@jbgsmith.com](mailto:mdobiecki@jbgsmith.com)>; Natalie Monkou <[nmonkou@arlingtonva.us](mailto:nmonkou@arlingtonva.us)>  
**Cc:** Sanchez, Christine <[CSanchez@marchofdimes.org](mailto:CSanchez@marchofdimes.org)>  
**Subject:** Call re March of Dimes Arlington move

Hi all -

Hope you are well. Huge congratulations to you all on the major Arlington news just announced! How exciting.

I wanted to introduce you to Christine Sanchez, our new director of communications based in Arlington. We would like to arrange a call to get us all together on the phone and discuss March of Dimes' plans for an official press release announcing our office move (end of January). Please let me know if any of the below times might work and we will schedule and please also feel free to loop in any additional colleagues that I may be missing on this email.

Thank you!

Thursday 11/29

11-11:30AM

1-1:30PM

Friday 11/30

1:30-2PM

Monday 12/3

11-11:30AM

3-3:30PM

Wednesday 12/5

2-2:30PM

**JAYNA ZELMAN**

*Head of Public Relations & Celebrity Engagement*



**T** (914) 997-4642

**M** (917) 697-3061

**[MARCHOFDIMES.ORG](http://MARCHOFDIMES.ORG)**

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