

Subject **Hours check in**  
From Megan Fluke <megan@meganfluke.org>  
To Stephanie Moreno <smoreno@gcrccd.org>  
Date 2025-01-28 10:37 PM



Dear Stephanie,

Per our conversation earlier today, I just did a review of my hours thus far. I'm happy to share that I haven't gone beyond our agreement as of this month (though have hit the upper edges of it at 69.95 hours). With our meeting next week, a little bit of final prep, and the board meeting presentation, I'm guessing I'll only go a few additional hours beyond the initial scope.

Please let me know if you have any questions or need anything else from me.

Total hours per contract agreement	55-70
Total hours billed thus far (Oct-Dec 2024)	48.75
Estimated January 2025 hours	21.2
Estimated additional hours	3-5

