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September 6, 2018

Robert B. Rowling
Chairman

Kathleen M. Gibson
President and CEO

Ms. JoAnne Gilbride
Health Care Coordinator
Collin County Health Care Foundation
825 North McDonald Street
McKinney, TX 75069

RE: Henry L. and Laura H. Shoap Memorial Fund

Dear Ms. Gilbride:

Enclosed is our check in the amount of \$40,585.00 payable to the Collin County Health Care Foundation. These funds represent the semi-annual distribution from the Henry L. and Laura H. Shoap Fund to support the programs carried on in the Health Department which provide care for the indigent and other citizens of Collin County.

We request that all invoices, cancelled checks, receipts, etc. which relate to this grant be retained for five (5) years and that this material be made available for inspection by representatives of Southwestern Medical Foundation during this period.

With all best wishes, I am

Sincerely,

A handwritten signature in dark ink, appearing to read "Kathleen M. Gibson", written over a horizontal line.

Kathleen M. Gibson

KMG:ks

Enclosure