

Tuesday, January 6, 2015

Business Record Forty Under 40
100 Fourth Street
Des Moines, IA 50309

RE: Nomination: Mary Luna-Duffy

To whom it may concern:

Our nomination for the 2015 Forty Under 40 is Mary Luna-Duffy, Office Manager at Big Creek Design Group, a general practice Architecture and Interior Design Firm in Central Iowa.

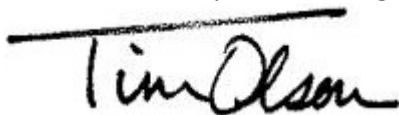
Mary was hired in May of 2014 as Office Manager for a growing design firm that provides design services for University of Iowa, Iowa State University, Central College, Principal Financial Group, various municipalities including Panora, Clive and Polk City. Big Creek Design Group also has a strong presence in the Religious Market with more than 40 Church projects in our portfolio.

Mary has quickly assumed the duties of Office Manager for this tiny empire of 6 people, and manages HR tasks, promotional publications, technical writing, as well as book keeping and accounting tasks. Mary has a cheerful disposition and a solid work ethic, with excellent communications skills and a positive attitude toward anything that needs to be done in the office.

Mary is a wife and mother of two young children and she is involved with the local school district and in the community of Polk City. She leads the local chapter of Girl Scouts as Registrar, troop leader and volunteer. Mary is the kind of person that is often overlooked in the business world. She's the person who gets things done, meeting deadlines and providing our clients with the highest level of service. Mary is organized and efficient and has planned and hosted company functions with grace and kindness.

We proudly nominate for Mary to this year's class of Forty Under 40 because we believe that Mary embodies the character, integrity and professionalism seldom found in the work place. We all have much to learn from Mary.

With Passion, Purpose and Integrity,



Tim Olson, President

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Big Creek Design Group
design | planning | project management