

Administrative Matters Relating to Board Membership

Order of Discussion:

- Nomination of Officers
- Committee Meetings and Assignments
- Member Affiliations

Officers

Fran Pastore, Chair
Eleanor Michael, Vice Chair
Vacant - Secretary

Outreach & Engagement Committee

Molly Weston Williamson - Chair

Adrienne Cochrane
Easha Canada
Eva Bermudez-Zimmerman
Justin Zartman
Sheila Hummel

Paid Leave Staff Lead: Chief Experience
Officer, Jessica Vargas

Finance & Audit Committee

Holly Williams, Chair

Adrienne Cochrane
Andrea Comer
Ellen McKitterick
Melissa Ziobron
Michael Soltis

Paid Leave Staff Lead: Controller, Dave
Marcone

Policy & Personnel Committee

Mike Soltis, Chair

David Salazar-Austin
Ellen McKitterick
Eva Bermudez Zimmerman
Mike Soltis
Holly Williams

Paid Leave Staff Lead: General Counsel,
Michael Cisar

Election of Board Officers

Vice Chair

- Elected by the Board of Directors,
- The Vice-Chairperson shall perform all the duties and responsibilities of the Chairperson in the absence or incapacity of the Chairperson,
- Has the authority by resolution to validate that the CEO has signatory authority.

Secretary

- Elected by the Board of Directors
- Serve in the absence of the Chair and Vice Chair, and
- Has the authority by resolution to validate that the CEO has signatory authority.

* The Board Chair is appointed by the Governor from among the members of the Board *

Committees

- Policy Personnel – Meets every other month (Nov., Jan., Mar.) on the first Tuesday of the Month
- Outreach & Engagement – Meets every other month (Nov., Jan., Mar.) on the third Thursday of the Month
- Finance & Audit – Meets every fourth Friday of Every Month
- Currently each committee consist of 6 board members
 - We need at least 4 members on each committee
- Quorum = 50% of members +1
- Members may serve on one or more committees

Contact and Affiliation Forms

Contact Form documents each member's basic contact information and preferred means of communication

Affiliation Form documents each member's community affiliations (volunteer work, serving on other boards, commissions, or advisory groups, etc.) that may be a valuable resource for the Authority's outreach efforts.

Contacts and Affiliations

Community Affiliation Request Form



This form should be used for all Courtesy Affiliation Requests on a fiscal year cycle early on-boarding for future Board Members. These affiliations are to be used to identify potential advocates and community ambassadors.

Date of Request: New ☐ Update ☐

Board Member Details

Name (First & Last):

Do you wish to share your affiliations? Yes ☐ No ☐

Affiliation Details

Organization: Industry:
Type of Affiliation: Website:
Start Date: End Date:
(if prior to June 30 of current FY)

Organization: Industry:
Type of Affiliation: Website:
Start Date: End Date:
(no later than June 30 of current FY)

Organization: Industry:
Type of Affiliation: Website:
Start Date: End Date:
(no later than June 30 of current FY)

Organization: Industry:
Type of Affiliation: Website:
Start Date: End Date:
(no later than June 30 of current FY)

Organization: Industry:
Type of Affiliation: Website:
Start Date: End Date:
(no later than June 30 of current FY)

If you need to enter more affiliations please use another copy of this form and label it as 'page 2'

Board of Directors New Member Contact Form

**Indicates required field*

Personal Information

*First & Last Name:
Street Address:
*City, State, Zip:
Home Phone: *Cell Phone:
*Email Address:
Birth Month & Day:

Workplace Information

*Company: *City, State:
*Role: Work Phone:
Web Address:
*Email:
Assistant Name: Asst Phone:
Assistant Email:

*Preferred Methods of Communication

*Best Number to Reach You:
*Email you would like all CTPL correspondence sent to:

*Email of Calendar you would like all invitations sent to: