



Town of Hope Mills

Board, Committee, and Commission Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Board Applied for: _____

Second Choice: _____

Do you reside in Hope Mills? YES NO Are you currently serving in an appointed role? YES NO

Have you ever previously served on a Board? YES NO **If yes to either of the last two questions, what board and when?**

Age: _____ Ethnicity: _____ Gender: _____
(for reporting to the Secretary of State)

Do you have a contract with the Town?
If yes, explain: _____

Community Leadership Training

Have you completed any leadership training? (please indicate below)

Hope Mills Citizens Academy: - Did you complete? YES NO
Year: _____

Other: _____ Location: _____

Year: _____ Did you complete? YES NO

Upon Completion please email or deliver application to awyatt@townofhopemills.com
Town of Hope Mills- 5770 Rockfish Road- 910-424-4555

Relevant Experience & Education

Summarize education, special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities.

Organization: _____

Address: _____

Organization: _____

Address: _____

Organization: _____

Address: _____

Previous Service

If you have previously served on a major board or commission, please describe the scope of your appointment and share a few of the board's successes.

Conflict of Interest

Due to your financial interests, property ownership and/or other matters, personal conflicts of interest may arise during your appointment term. How would you handle a personal conflict of interest?

Acknowledgement and Certification

I affirm that I understand this application may be considered a public record and as such, portions may be subject to release under North Carolina General Statute Chapter 132, Public Records. I certify that the facts contained in this application are true and correct to the best of my knowledge and that I understand applicants must reside inside the Hope Mills Town limits or MIA.

(H) Removal:

(1) All members of a volunteer board, committee, or commission shall, unless in conflict with state statutes, serve at the pleasure of the Board of Commissioners, regardless of the terms for which appointed. The Board of Commissioners may, in its discretion at any time, remove any members. Also, when it is determined to be in the best interest of the Town, may remove a member for violation of this policy, including but not limited to inefficiency, neglect of duty, conduct related issues, libelous statements, hate motivated action, false information, disruption of meetings, or malfeasance in office.

(I) Resignations:

(1) If a member of a volunteer board, committee, or commission concludes that he or she will have difficulty fulfilling their volunteer commitment, the member may voluntarily resign from the board or commission. Notice will be provided in writing by letter or e-mail to the town clerk. The member will inform the chairperson in advance (giving as much notice as possible) in writing, stating reasons for resignation. If an individual resigns from a board before completing their two years term, the individual may not be eligible to serve on a board in the future. This will depend on reason(s) for resignation.

(J) Attendance Requirement:

(1) Any member of a volunteer board, committee, or commission who is absent for three regular committee meetings during any one calendar year period is subject to removal from said board. The chair of each board shall notify the Board of Commissioners of any member who is absent for three regular meetings during a calendar year. Members not meeting this attendance requirement may be removed by action of the Board of Commissioners and replaced by another interested individual. The Board of Commissioners may consider whether the member had extenuating circumstances for the absences in determining whether to remove the member from the board or committee.

(K) Media Policy:

(1) Members of boards, committees, and commissions shall not speak to any media outlet in their capacity as a member of, or on behalf of, the board, committee, or commission without prior approval of the Board of Commissioners.

(2) Board, committee, and commission members shall not disclose any information made confidential by law; which is provided pursuant to their service on a board, committee, or commission.

(3) Nothing in this policy is intended to prevent any individual from speaking out as a citizen regarding matters of public concern. To the extent that board, committee, or commission members makes public comments regarding Town matters, they should make clear that they are speaking as citizen, and not in their capacity as a board, committee, or commission member.

(L) Managing Interest:

(1) Members must not gain materially or financially from my involvement with boards, committees, and commissions. Members will act in the best interests of the Town, and not as a representative of any outside group. Members will not put themselves in a position where personal interests conflict with serving the best interests of the boards, committees, and commissions. A failure to declare a conflict of interest will be considered to be a breach of this policy.

(M) Relations with Others:

Members will endeavor to work considerately and respectfully with others in the best interests of the Town. Members will respect diversity, distinct roles and boundaries and avoid creating conflict. Should conflicts occur, the members will have an opportunity to provide comments by the Board of Commissioners. In the event that a member, be removed from a board, committee, or commission, the member agrees to accept the majority decision of the Board in this matter.

The volunteer shall initial agreement with this policy in order to be considered for a seat.

Initials _____

Signature: _____ Date: _____
(Signature may be written or electronic)

For Office Use Only: _____ **Confirmed address in Town Limits** _____

Appointed to _____

Date: _____ **Term Expires:** _____