



Memorandum

TO: Prospective Allegany County Commission for Women Member
From: Allegany County Commission for Women Membership Committee
RE: Commission Membership

Your name has been submitted as an individual who may be interested in serving on the Allegany County Commission for Women. If you are not already aware, the Allegany County Commission for Women was formed by the Allegany County Commissioners in August 1993 to serve the needs of women in Allegany County. The Commission has been quite active over the years.

There are 15 Commissioners which are submitted by the Allegany County Commissioners and by members of the Allegany County Women's Commission. The Women's Commission generally submits the resumes of those who are interested; however, the final decision is up to the County Commissioners. Commission members are appointed for a 3 year term. (Although some may be appointed to fill an unexpired term but are eligible for reappointment.)

Since we do not have a paid staff, all work is done by volunteers. The Commission feels that it is important that Commission members attend the Board meetings regularly and maintain at least a 70 percent attendance at Commission meetings. The meetings are held the first Wednesday of every month at the Washington Street Library at 4:30 p.m. We do not hold January and February meetings due to our weather. The meetings are open to the public and you are welcome to bring interested individuals to the meetings. However, meetings are unsuitable for bringing children. If 4:30 p.m. is early for you, we certainly don't mind late arrivals.

The Commission schedules a number of events during the year and we encourage Commission members to work on one or more projects a year and attend our events. Although the time commitment is not overwhelming, it is continuous during the course of a year and we ask for your participation. If you are interested in the Commission but unable to commit at this time, we hope you will remain interested in our Commission, attending meetings when your schedule permits, and consider a formal appointment at a future date.

The attached sheet is an application form. If you are interested in having your name placed on the list for the Commission membership, please fill out the enclosed form and return it to the address on the form. Commission vacancies occur from time to time and we like to keep a number of resumes on file in the event that there is a vacancy. When such vacancies do appear, we review our list of resumes that we have received to be submitted to the Allegany County Commissioners.

We appreciate your ongoing interest in the Allegany County Commission for Women and hope to receive your resume form.

Allegany County Commission for Women

If you are interested in applying for appointment by the Allegany County Commissioners to the Allegany County Commission for Women please complete the following information and return it to: Mrs. Connie Yates, 19219 National HWY. NW, Frostburg, Maryland 21532

Name _____

Mailing Address

Telephone Number _____

Please list any work/experience that you feel might be beneficial to your work with the Commission for Women.

Please list any other volunteer activities.

Please state why you would like to be a member of the Allegany County Commission for Women.

