



## **GREENMONT MUTUAL HOUSING CORPORATION BOARD OF TRUSTEES CANDIDATE INFORMATION**

- ◆ Created the logo for the Corporation.
- ◆ Wrote and compiled the Employees's Handbook. (this had never been done)
- ◆ Created forms for procedures regarding corporate and other day-to-day business including updating GMHC Application for membership.
- ◆ Curated candidates for positions within GMHC interviewed and hired staff.
  
- ◆ Chairperson of Rules & Regulations Committee  
Within the R&R committee 1) created the content for our website. (photos, illustrations included)  
2) Created and manage our social media accounts. Content creation and marketing.  
3) Work with committee to publish the new and well put together Greenbook. 4) Work with Committee to review and place any new code or changes.
  
- ◆ Chairperson of the Commercial and Community Property Committee  
Within the Commercial & Community Committee: 1) remodeled the kitchen in the hall, 2) Painted and stocked the PickleBall court, 3) Implemented getting new park equipment, 4) Oversee the Commercial Center and put in for needed improvements both inside and outside, 5) Oversee the Commercial Leases, 6) Installed both the Little Lending Library and the Little Food Pantry.  
  
*I do want to thank my committee members. They make this possible and are a joy to work with.*
  
- ◆ Member of the Executive Committee: *The Executive Committee shall have authority to exercise the powers delegated to it by the Board on its behalf during the intervals between meetings of the Board.*
  
- ◆ Member of the Resident Selection. Interview applicants for Membership; Review files of applicants.
  
- ◆ I am the Editor of the Forum. I create all of the art and put together our newsletter, sort and deliver to the delivery volunteers.
  
- ◆ Served as both President (2 years) and Vice President (2 years).