



# Come be apart of an amazing team- Join our CPRS District 3 Board!

*Nominations/Interest forms are now being accepted for the 2023/2024  
Board of Directors and Section Representatives*

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## Official Candidate Packet

*CPRS District 3 advances the profession of the administration of recreation, parks, and community services  
in Alameda and Contra Costa Counties.*

[www.cprs.org](http://www.cprs.org)

# 2022/2023 Election Timeline

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**November 1** – Nomination/Election Forms Due

**November 3** – Candidate Statements and Qualification Reviewed by Elections Committee

**November 16** – Information Submitted to State Office December

– Final Candidate Statements and Photos Due

**January 11 – 23** – Elections held

**March 8** – New Board Members installed

**April 6** – Term Begins

Nomination/Interest form should be returned by email to  
[Matthew.Galindo@cityofconcord.org](mailto:Matthew.Galindo@cityofconcord.org)





# It's Election Time!

District 3 is currently looking for new faces and fresh ideas to fill 5 key Board positions: Vice President, Secretary, Treasurer, Director of Membership, and Director of Programs.

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## **Vice-President – 3 year term**

Currently: Jessica Wallner [jwallner@danville.ca.gov](mailto:jwallner@danville.ca.gov), 925-314-3426

- Serve as the Legislative Representative for District 3.
- Ascends to the office of President-Elect in the case of a position vacancy or in the general election cycle.
- Serves as a committee chair for Holiday Luncheon and a minimum of one (1) District 3 event per year.
- Solicits sponsorships for District 3 events and activities.
- Chair of the Fall Institute or representative for the Fall Forum (depending on year designation).

## **Treasurer – 1 year term**

Currently: Leah Martinez [lmartinez@danville.ca.gov](mailto:lmartinez@danville.ca.gov), 925-314-3431

- Receives all funds for district 3.
- Deposits fund in a bank designated by the District 3 Board.
- Submits payment for all Board-approved bills. Authorized signatures for signing shall be determined by the Board
- Renders a written report at each Board meeting and when called upon by the President.
- Reconcile the accounts at the close of each month
- Submits an annual financial report to the Society by May 30th.

## **Secretary – 2 year term**

Currently: Stacey Dempsey, [stdempsey@brentwoodca.gov](mailto:stdempsey@brentwoodca.gov), 925-516-5363

- Records Board meeting minutes and distribute a copy to each Board member.
- Records business of regular meetings when appropriate and distribute all meeting notices.
- Responsible for all correspondence regarding District 3 business.

## **Director of Membership – 2 year term**

Currently: Matthew Galindo, [Matthew.Galindo@cityofconcord.org](mailto:Matthew.Galindo@cityofconcord.org), 925-671-3477

- Serves as Chair of Nominations and Elections Committee.
- Reviews membership reports and send letters to elapsed members.
- Represents District 3 general membership on all matters before the Board.
- Serves as a committee chair for General Membership Meeting.

## **Director of Programs – 1 year term**

Currently: RJ Natal, [RNatal@danville.ca.gov](mailto:RNatal@danville.ca.gov), 925-314-3402

- Provides accurate and unbiased reports to the general membership on Board decisions.
- Provides support for the Lunch and Learns and other educational sessions.
- Serves as a committee chair for a minimum of two (2) District 3 events per year.

Name and contact information for person currently in the position provided for anyone interested to contact with specific questions about the open position.



# CPRS District 3 Board of Directors

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## 2023-2024 Nomination/Interest Form Applicant Information

Board Position of Interest: \_\_\_\_\_

Name: \_\_\_\_\_ Current Job Title: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_  
Number Street City State Zip

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Brief Personal Statement of your interest and goals in becoming a Board Member (not to exceed 100 words).

Please list your experience on any professional board, committee or club. Examples include CPRS, BAPPOA, SANCRA.

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Please email, mail or fax this form by **Tuesday, November 1, 2022 at 5pm to:**

**Matthew Galindo,**  
City of Concord Parks & Recreation  
1950 Parkside Dr. MS/15  
Concord, CA 94519  
Fax 925-671-3293  
[Matthew.Galindo@cityofconcord.org](mailto:Matthew.Galindo@cityofconcord.org)