

To Board Chairs: Please summarize applications as received; contact each applicant for any update one year after last contact; when positions are open, invite each applicant to attend a board meeting prior to making a recommendation.

Name: _____ Date of application/last contact: _____

Summary of qualifications:

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Applicant(s) recommended at this time (1 per open seat)

Applicant 1: _____

Outstanding qualifications: _____

How applicant compliments current board composition:

Other comments: _____

Applicant 2: _____

Outstanding qualifications: _____

How applicant compliments current board composition:

Other comments: _____

Applicant 3: _____

Outstanding qualifications: _____

How applicant compliments current board composition:

Other comments: _____
