

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT

YOUR COMMUNITY. YOUR COLLEGE. YOUR SUCCESS.

PUBLIC NOTICE

Mendocino-Lake Community College District Board of Trustees

Trustee Vacancy

The Mendocino-Lake Community College District Board of Trustees is accepting applications to fill a vacancy in Trustee Area #4 and Trustee Area #7. Trustee Area #4 includes Hopland, Boonville and Mendocino. Trustee Area #7 included Lakeport and Kelseyville.

The Board is responsible for the performance of the Mendocino-Lake Community College District, which serves approximately 8,000 students and provides vital educational services to the various communities in the region.

The Board is seeking candidates who have the ability and time to fulfill the responsibilities of being a member of the board. To be eligible, an individual must be at least 18 years old; must be a resident of the district and reside in Trustee Area #4 or Trustee Area #7; must be a registered voter; and must not be disqualified from holding civil office by the Constitution or any law of the state. In addition, candidates may not be an employee of the district.

Those interested are invited to contact the Mendocino College President's office at 468-3071 or visit www.mendocino.edu to obtain an application.

Completed applications are to be mailed to the address below or emailed to tkaras@mendocino.edu:

Board of Trustees, c/o Superintendent/President, Mendocino College
1000 Hensley Creek Road, Ukiah, CA 95482

Applications must be received no later than Thursday, January 16, 2025 at 4:00 PM.

The selection will be made at an open meeting of the Board of Trustees which will take place in January or February 2025. The selection date and time will be finalized on December 18, 2024.

November 11, 2024

Dear Applicant:

Re: Trustee Area No. 7 Vacancy/Appointment

Thank you for your interest in serving as an appointed member of the Board of Trustees of the Mendocino-Lake Community College District. The selected appointee will serve until the next regularly scheduled election, which is slated for November 2026.

In order to be considered for appointment to the vacant position, all application materials must be received in the office of the Superintendent/President no later than 4:00 PM on Thursday, January 16, 2025.

Application materials include the following:

- A letter of interest addressed to the Board of Trustees
- An application (enclosed)
- A completed applicant questionnaire (enclosed)

Application materials are also available electronically at www.mendocino.edu.

These materials will be considered by members of the Board of Trustees in determining who will be invited to be interviewed at a public board meeting. Further information about the board meeting and interview process will be provided to those candidates selected for interviews.

Regular meetings of the board are held on the second Wednesday of the month beginning at 4:00 PM with board workshops held periodically as needed. Board members are expected to attend all meetings unless otherwise excused. Throughout the year there are events such as commencement where board member attendance is necessary as well.

Questions regarding the position or the selection process may be directed to Kelly Keyes, Executive Assistant to the Superintendent/President, at 468-3071.

Sincerely,

Dr. Tim Karas
Superintendent/President
Secretary, Board of Trustees

Enclosure

Mendocino-Lake Community College District
Application for Appointment to Board of Trustees

Name _____

Home Address _____

City, State, Zip _____

Phone: Home _____ Business _____ Cell _____

E-mail address _____

Occupation _____

Company/Organization _____

Business Address _____

City, State, Zip _____

Please complete the following or attach a current resume:

Education (List degrees and/or colleges or universities attended):

Employment or Related Experience:

Date		Employer or Organization	Duties
From	To		
Date			
From	To		
Date			
From	To		

Public and Community Service:

Dates of Service		Organization	Position Held
From	To		
Dates of Service			
From	To		
Dates of Service			
From	To		

To be eligible, an individual must be at least 18 years old; must be a resident of the district and reside in Trustee Area #4 or Trustee Area #7; must be a registered voter; and must not be disqualified from holding civil office by the Constitution or any law of the state. I also understand that I may not be an employee of the district to serve as a member of the board.

(Check if applicable) I am related to a current employee of the district. If yes, name of employee and your relationship _____

I certify that I meet all the eligibility requirements of the position and have answered the questions truthfully.

Signature: _____

Date: _____

Please attach a letter of interest and completed applicant questionnaire.

Applications must be received in the President's Office, Room 1070, Mendocino College, 1000 Hensley Creek Road, Ukiah CA 95482 no later than 4:00 PM, Thursday, January 16, 2025.

Mendocino-Lake Community College District
Applicant Questionnaire for Appointment to Trustee Area No. 7

Please state why you are seeking appointment to the Mendocino-Lake Community College District Board of Trustees.

What skills, abilities, and experiences would you bring to the work of the Board of Trustees?

Describe your background and community involvement that would contribute to the work of the Board.

Please share your understanding of the role of community colleges in providing access to higher education for our region.