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## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

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**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

I Agree

cathybrighamtx@gmail.com

Email Address

Cathy

First Name

Middle Initial

Brigham

Last Name

805 Kenmore Rd

Street Address

Suite or Apt

CHAPEL HILL

City

NC

State

27514

Postal Code

Mobile: (512) 698-8869

Primary Phone

Home:

Alternate Phone

---

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

0-12 months

---

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than three groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

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Cultural Arts Commission: Eligible  
Historic District Commission: Eligible

Question applies to Cultural Arts Commission

**Select a Seat Category for the Cultural Arts Commission \***

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Chapel Hill Town Resident

Question applies to multiple boards

**Which Board is your First Choice? \***

---

Cultural Arts Commission

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**How did you find out about this opportunity? (select all that apply)**

---

Internet

**If you chose "Other" from the advertising opportunity listed above, please specify specify:**

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**Interests & Experiences**

Question applies to multiple boards

**How do you describe your previous advisory board experience?**

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Non-Chapel Hill Board Experience

Question applies to multiple boards

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

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I have served on staff and the governing board of a cultural arts organization in Austin, Texas on and off for about 20 years. I have served as an advisor to the Texas Historical Commission. I have reviewed grant applications for arts awards at the city, county, and national level. I have a background in arts administration and in performance.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

I have years of experience with community programming. I have board governance experience. I am a performer myself. I also have an academic background in folklore and ethnomusicology and have been involved with historic community preservation work, most recently in Austin, Texas.

Question applies to Historic District Commission

**Do you have special interest, experience, or education/training in history, architecture, archaeology, or related fields? If yes, please explain.**

---

I have special interest, experience and education in history, preservation, and community program. My academic background in folklore has given me extensive experience in not only determining the historical significance of a building or community, but in understanding the public messaging that should surround a successful public announcement of these kinds of decisions.

[Brigham curriculum vita.pdf](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

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## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

**Ethnicity \***

---

Caucasian/Non-Hispanic

**Gender \***

---

Female

**If other, please describe:**

---

**Please select your age from the following list. \***

---

35-54

national non-profit

Occupation

**Are you a caregiver for or identify with a disability?**

---

Yes  No

**Have you participated in the Peoples Academy?**

---

Yes  No

**Are you a Town of Chapel Hill employee?**

---

Yes  No

---

**Ethics Statement**

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*

Cathy Brigham, Ph.D.  
11905 Rennalee Loop, Austin, TX 78753  
(512) 698-8869, cathybrighamtx@gmail.com

## **EDUCATION**

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**PhD** Indiana University (Bloomington), Folklore and Ethnomusicology  
**MA** Indiana University (Bloomington), Folklore and Ethnomusicology  
**BPhil** Western College Program, Miami University (Ohio), Interdisciplinary Studies

## **PROFESSIONAL EXPERIENCE**

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### **THE COLLEGE BOARD (2012-current)**

**Senior Director, Higher Education Academic Relations (2014-current)**

**Director, Higher Education Academic Relations (2012-2014)**

*The College Board is a national nonprofit organization with 1000+ employees. At the College Board, I serve as a liaison between the member-based organization and its member campuses. Specifically, I address the needs of academic audiences at postsecondary institutions. In this work, I represent the Advanced Placement (AP) program and serve to provide information to faculty and Academic Affairs representatives with the information they need about learning outcomes and assessment practices so that they can make informed decisions on credit and placement policies for students with passing scores on their AP exams. My work is national in scope; I serve all postsecondary institutions across the country.*

- Ensured operations within a budget of ~\$750,000
- Present field intelligence and higher education trends to executive leadership and advisory Boards in order to shape strategic directions
- Developed metrics for measuring impact of work
- Ensured cross-unit collaboration on all ongoing projects
- Collaborated on custom research projects at the request of member academic institutions
- Represented the organization nationally at academic, civic, and professional events
- Refined organizational messaging for outreach aimed at higher education audiences
- Recruited, hired, and trained new staff
- Met or surpassed all individual performance goals for every year of employment; ranked in the top 15% of employees within the organization

**COUNCIL FOR ADULT AND EXPERIENTIAL LEARNING (2009-2012)**

**Director of Academic Programs (2011-2012)**

**Senior Consultant (2009-2011)**

*CAEL is a national nonprofit agency with 50+ employees. I was initially hired as a consultant, where I was available for consultative services to postsecondary campuses across the country. My area of expertise was in implementing new or improving existing programs for non-traditional learners; my input was requested on issues related to academic outcomes, program offerings, support services, and student affairs. I then moved into a leadership role for the launch of CAEL's online e-portfolio learning project, LearningCounts, where I served as user architect for the software, wrote the corresponding credit-bearing course that accompanied the student experience, and recruited and trained faculty to serve as portfolio reviewers.*

- Sole author on grants that contributed over \$2.2 million to the organization and \$800,000 for external clients
- Academic consulting services on lifelong learning and portfolio development
- Piloted program: *LearningCounts*
  - Engineered the operating process and IT architecture for the online service
  - Wrote curriculum and attained national credit recommendations for use by regionally accredited institutions
  - Recruited, trained, and oversaw 500+ adjunct faculty
  - Developed operating procedures and academic policies for the start-up
  - Developed online training materials for faculty
  - Developed and designed marketing plans tiered for different audiences
  - Projected sales goals, and forecasted operational budget needs
  - Oversaw daily operations and managed staff during the pilot launch

**CONCORDIA UNIVERSITY TEXAS (2002-2008)**

**Dean, College of Adult Education, and, Associate Professor (2005-2008)**

**Center Director, and Assistant Professor (2002-2005)**

*Concordia University Texas is one ten colleges and universities within the Concordia University System, which is affiliated with the Lutheran Church – Missouri Synod. It is a private, liberal arts institutions with 2,500+ students, offering undergraduate, graduate, and degree completion programs. I was initially hired to serve as chief administrator of the Austin Center for the College of Adult Education; this center (one of five across the state) offered accelerated, undergraduate degrees (A.A. and B.A.) to non-traditional students. In 2005, I was appointed Dean of the entire College, which led to oversight of all undergraduate operations across the state of Texas, as well as administrative oversight of all graduate programs then offered in all satellite locations. During this period, we added an additional location, which opened in 2008. I also oversaw the overhaul of the undergraduate curriculum in Healthcare Administration; the success of this overhaul laid the groundwork for the university to launch a full-scale nursing program. During my time at Concordia University, I advanced in faculty*

*rank, leaving as Associate Professor (tenure offerings at the university were sunset before my arrival on campus). I separated from the university in 2008 through a contract buy-out due to personal reasons as explained in my cover letter.*

- Operated on 15% of generated revenue, with final fiscal year bringing in over \$500,000 beyond revenue expectations
- Increased enrollment state-wide by 20%, and within the Austin Center by 100%
- Spearheaded the successful acquisition of a \$500,000 facility expansion resulting in improved program capacity and future growth potential
  - Developed business plan for expansion
  - Responsible for selecting final site of new location
  - Oversaw build-out of classroom and office space
  - Successfully opened location with minimal impact on student progress (zero canceled classes)
- Oversaw staff of 15 administrators and over 300 adjunct and full-time faculty
- Sole responsibility for all off-campus facilities across the state
- Increased effectiveness of advertising buys through collecting and using data
- Developed administrative and academic systems that enmeshed the College more effectively into daily operations of the university, thereby reducing duplicative processes
- Faculty representative for student Latin Honors society, Alpha Chi

## **TEXAS FOLKLIFE**

### **Folklife Specialist (1998-1999)**

*Texas Folklife is a statewide, nonprofit, cultural arts agency charged with preserving and presenting the diverse cultures and living heritage of Texas. I was hired to oversee three particular grant-funded programs, two of which required specialization in curriculum development. My time at Texas Folklife spanned about 1 ½ years of my dissertation fieldwork and writing; I left the organization only to be able to concentrate on writing and completing my degree. I have remained active with the organization in a number of ways, and currently sit on its Board of Directors.*

- Sole responsibility for delivery and oversight of three key programs: Folk Arts in Education; Powwow in the Schools; and, Apprenticeships in the Folk Arts
- Delivery of other programs, as needed, including Community Residencies
- Lead author on over \$500,000 of grants awarded from federal, state and city agencies, as well as private foundations.
- Oversaw one full-time staff member and one VISTA volunteer

### **ACADEMIC APPOINTMENTS**

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Adjunct Graduate Faculty, St. Edward's University (2014-current)  
Adjunct Faculty, Concordia University Wisconsin (2013-2015)  
Associate Professor, Concordia University Texas (2011-2013)  
Assistant Professor, Concordia University Texas (2009-2011)  
Associate Instructor, Indiana University, Bloomington (1994-1995)

### **COMPETITIVE PROFESSIONAL DEVELOPMENT OPPORTUNITIES**

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2017 **Institute for Management and Leadership**, Harvard University  
2015 **Women's Leadership Form**, American Council on Education  
2012 **Leadership Texas**, Foundation for Women's Resources  
2006 **Leadership Skills for Managers Certification Program**, University of Texas at Austin

### **GRANTS RECEIVED**

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2012 **Lumina Foundation for Education**

Graduation and retention issues among returning adult and military students, written on behalf of a large state-wide university system - \$800,000

2012 **Joyce Foundation**

Online educational assessment, written for the *Council for Adult and Experiential Learning* - \$200,000

2012 **Kresge Foundation**

Online educational assessment, written for the *Council for Adult and Experiential Learning* - \$1,000,000

2011 **WalMart Foundation**

Online educational assessment, written for the *Council for Adult and Experiential Learning* - \$250,000

2010 **Kentucky Council on Postsecondary Education**

Degree completion initiatives for returning adult and military students, written for the *Council for Adult and Experiential Learning* - \$13,500

2010 **Lumina Foundation for Education**

Online educational assessment, written for the *Council for Adult and Experiential Learning* - \$1,000,000

2009 **Michael and Susan Dell Foundation**

Music education programming in Central Texas, written for *Salon Concerts* - \$2,000



Also, previous experience writing successful grants for *Texas Folklife Resources* through arts-related sources, including: **National Endowment for the Arts, Texas Commission for the Arts, City of Austin Arts Program**, and the **Austin Community Foundation** - \$500,000

#### **CORPORATE / COMMUNITY BOARDS**

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2018-current **Society for Ethnomusicology Southern Plains Chapter**, President  
2015-current **Texas Folklife**, Board Member, Executive Committee  
2017-2018 **Society for Ethnomusicology, Southern Plains Chapter**, Vice President  
2016-2017 **Society for Ethnomusicology**, Conference Proposal Reviewer  
2015-2017 **Salon Concerts**, Board Member  
2014 **City of Austin, Cultural Arts Commission**, Executive Panel for Grants Review  
2013-2014 **National Institute for the Assessment of Adult Learning**, Annual Conference Program Committee  
2012-2015 **Society for Ethnomusicology**, Local Arrangements Committee  
2012-2013 **Museum of Computer Culture**, Board Consultant  
2012-2014 **Austin Human Resources Management Association**, Workforce Readiness Committee; Workforce Readiness Day Volunteer Chair  
2011-2013 **Austin Food Bloggers Association**, Editor, Proofreader, and Testing  
2010-2011 **Sones de Mexico**, Committee Member  
2010-2011 **Argosy University**, Chicago Interdisciplinary Advisory Board  
2009-2011 **Salon Concerts**, Board Member  
2009 **Sones de Mexico**, Volunteer Consultant  
2008-2009 **Society for Ethnomusicology**, Inaugural President, Southern Plains Chapter  
2007-2009 **Commission for Accelerated Programs**, Board Member, Executive Committee; Chair, Research Committee; Diversity Committee Member  
2006-2009 **Society for Ethnomusicology**, Council Member  
2006-2008 **Austin Chamber of Commerce**, Committee on Adult Matriculation  
2006-2008 **Alpha Chi**, faculty representative for Concordia University Texas  
2003-2008 **Alpha Sigma Lambda**, National Counselor  
1997 **University of Texas at Austin**, Standing Committee in Folklore and Expressive Culture  
1993-1995 **Ethnomusicology Students Association**, Indiana University, President

#### **SELECTED PUBLICATIONS**

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2012 "Transforming Education through Innovations in Prior Learning Assessment," *PLAIO: Prior Learning Assessment Inside Out*, 1(1).  
2011 "Going Online to Make Learning Count," *International Review of Research in Open and Distance Learning*  
2010 "Availability, Use and Value of Prior Learning Assessment within Community Colleges," Council for Adult and Experiential Learning (Summer)  
2008 "Book Review of *The History of Texas Music*," *Journal of Texas Music History* (Fall)

- 2008 "Retention in Accelerated Programs," *CAP Connected*
- 2008 "What Would You Do?" *Nontraditional Students Report*, Feature Highlight
- 2003 Selected articles from *The Handbook of Texas Music*
- 2003 "Book Review of *Dance Halls and Last Calls: a history of Texas country music*," *The Journal of Texas Music History* (Spring)
- 2002 "Book Notes Review of Harold Jan Brunvand's *The Truth Never Stands in the Way of a Good Story*," *The Journal of Folklore Research*
- 2000 "Three Ideas for the Future of Folklore," *Folklore Forum*, 31(2)
- 2000 "Book Notes Review of Harris Berger's *Metal, Rock, and Jazz*," *The Journal of Folklore Research*
- 1996 "Review of Thomas Turino's *Moving Away from Silence*," *Folklore Forum*, 72(1)
- 1996 "Theorizing an Acoustic Continuum Between Speech and Instrument: the case of the Khmhmu," *Working Papers at SAVAIL*
- 1996 "An Interview with Alan Dundes," *Traditions* (February)

#### SELECTED PROFESSIONAL ADDRESSES

- 2018 **College Board Middle States Regional Forum**, annual meeting
- 2018 **American Political Science Association (APSA)**, annual Teaching and Learning meeting
- 2017 **WASC Senior College and University Commission Academic Resource Conference (WASC ARC)**, annual meeting
- 2017 **American Political Science Association (APSA)**, annual Teaching and Learning meeting (invited facilitator of pre-conference Short Course)
- 2016 **National Collegiate Honors Council (NCHC)**, annual meeting
- 2016 **College Board National Forum**, annual meeting
- 2016 **American Political Science Association (APSA)**, annual Teaching and Learning meeting (invited facilitator of pre-conference Short Course)
- 2016 **WASC Senior College and University Commission Academic Resource Conference (WASC ARC)**, annual meeting
- 2016 **Midwest Political Science Association (MPSA)**, annual meeting
- 2016 **American Association of State Colleges and Universities (AASCU)**, national webinar (invited facilitator)
- 2016 **Prepárate**, annual meeting
- 2016 **American Association of Collegiate Registrars and Admissions Officers (AACRAO)**, annual meeting
- 2015 **Texas Council of Chief Academic Officers (TCCA)**, summer meeting (invited speaker)
- 2015 **National Academic Advising Association (NACADA)**, annual meeting
- 2015 **Midwest Political Science Association (MPSA)**, annual meeting
- 2015 **College Board National Forum**, annual meeting
- 2015 **American Association of State Colleges and Universities (AASCU)**, annual Academic Affairs meeting (invited speaker)

- 2015 **American Association of Collegiate Registrars and Admissions Officers (AACRAO)**, annual meeting
- 2015 **American Political Science Association (APSA)**, annual Teaching and Learning meeting (invited speaker)
- 2014 **College Board National Forum**, annual meeting
- 2014 **American Political Science Association (APSA)**, annual meeting
- 2014 **Western Association for College Admission Counseling (WACAC)**, annual meeting
- 2014 **Pacific Northwest Association for College Admission Counseling (PNACAC)**, annual meeting
- 2013 **Texas Association of Collegiate Registrars and Admissions Officers (TACRAO)**, annual meeting
- 2013 **National Academic Advising Association (NACADA)**, annual meeting
- 2013 **Expanding Precollegiate Credit in New England**, invitation-only convening at Wellesley College, invited speaker
- 2013 **College Board Southwestern Regional Forum**, annual regional meeting
- 2013 **College Board New England Regional Forum**, annual regional meeting
- 2012 **Postsecondary Dual Credit Conference**, Kentucky Council on Postsecondary Education (invited speaker)
- 2012 **Achieving the Dream**, annual meeting (spotlight speaker)
- 2012 **Western Association of Colleges and Schools Academic Resources (WASC ARC)**, annual conference (featured speaker)
- 2012 **Center for Houston's Future**, Public Symposium on the Indicators Report Card (invited speaker)
- 2012 **Stamats**, annual meeting
- 2012 **Texas Association of College Technical Educators**, annual meeting (featured speaker)
- 2011 **Military Family Research Institute**, annual meeting
- 2011 **Women in Government**, annual midwestern meeting
- 2011 **Oklahoma State Regents**, summer meeting
- 2010 **Midwest CREST**, annual meeting
- 2010 **Minnesota Center for Professional Development**, annual symposium
- 2009 **Foxconn Technology Group**, professional development session (invited facilitator)
- 2004 **International Videoconference on the Impacts of Central European Immigration upon the New World**
- 2003 **Faculty Lecture Series**, Concordia University Texas
- 2002 **Texas Folklife Resources**, invited public lecture
- 1999 **Texas Folklife Resources**, invited curtain talk
- 1998 **Society for Ethnomusicology**, annual meeting
- 1998 **American Studies Association**, annual meeting
- 1998 **International Country Music Conference**, annual meeting (invited panelist)
- 1997 **American Folklore Society**, annual meeting
- 1997 **International Country Music Conference**, annual meeting
- 1995 **Popular Culture Association**, regional conference
- 1995 **Indiana University**, Folklore Institute Colloquia (invited panelist)
- 1995 **Popular Culture Association**, regional conference
- 1994 **American Folklore Society**, annual meeting

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## Profile

Question applies to multiple boards

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## Public Records Statement

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---

I Agree

seannc0000@gmail.com

Email Address

Sean

First Name

P

Middle Initial

Murphy

Last Name

208 Glandon Drive

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (919) 259-3314

Primary Phone

Mobile:

Alternate Phone

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Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

Greater than 10 years

---

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than three groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

Historic District Commission: Appointed

Question applies to multiple boards

**Which Board is your First Choice? \***

Historic District Commission

**How did you find out about this opportunity? (select all that apply)**

Advisory Board or Council member

Email

**If you chose "Other" from the advertising opportunity listed above, please specify specify:**

---

**Interests & Experiences**

Question applies to multiple boards

**How do you describe your previous advisory board experience?**

Chapel Hill Board Experience

Question applies to multiple boards

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

I have been serving a partial term on the HDC since February 2018 and have enjoyed my tenure. I previously served on the Community Design Commission a few years ago and enjoyed my experience. I moved out of the City limits and had to resign my position on the commission. Now that I have moved back into the city limits I would again like to contribute to the preservation of Chapel Hill's historic districts.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

I am a practicing architect with an interest in preserving the character of Chapel Hill and its historic districts. I have learned a great deal about the HDC Guidelines and process during my tenure on the HDC and would like to continue serving with the goal of improving the HDC perception within the community and improving the submission and review process.

Question applies to Historic District Commission

**Do you have special interest, experience, or education/training in history, architecture, archaeology, or related fields? If yes, please explain.**

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I am a practicing Architect living in one of Chapel Hill's historic Districts.

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You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

---

Caucasian/Non-Hispanic

### Gender \*

---

Male

If other, please describe:

---

Please select your age from the following list. \*

---

35-54

Architect

Occupation

Are you a caregiver for or identify with a disability?

---

Yes  No

Have you participated in the Peoples Academy?

---

Yes  No

Are you a Town of Chapel Hill employee?

---

Yes  No

---

## Ethics Statement

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*

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I Agree

waterrachelswim@yahoo.com

Email Address

Rachel

First Name

E

Middle Initial

Nelson

Last Name

1100 West NC Highway 54 Bypass

Street Address

Apt 10

Suite or Apt

CHAPEL HILL

City

NC

State

27516

Postal Code

Mobile: (530) 400-9985

Primary Phone

Home:

Alternate Phone

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Question applies to multiple boards

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Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

0-12 months

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Question applies to multiple boards

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**Which Boards would you like to apply for?**

---

Historic District Commission: Eligible

Chapel Hill Public Library Advisory Board: Eligible

Question applies to Chapel Hill Public Library Advisory Board

**Select a Seat Category for the Chapel Hill Public Library Advisory Board \***

---

Chapel Hill Resident

Question applies to multiple boards

**Which Board is your First Choice? \***

---

Historic District Commission

---

**How did you find out about this opportunity? (select all that apply)**

---

Internet

**If you chose "Other" from the advertising opportunity listed above, please specify specify:**

---

---

**Interests & Experiences**

Question applies to multiple boards

**How do you describe your previous advisory board experience?**

---

None Selected

Question applies to multiple boards

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

My ability to work well with others is shown in the great ability I have making people feel welcomed and comfortable. I would be able to bring an organized work ethic while still maintaining a friendly and welcoming relationship with others at the workplace. I enjoy working with others towards a common goal. I have been involved with working with people and children of different backgrounds and I believe I would bring forth a unique perspective on how to reach many different groups of people all while focusing on our main goal and objectives to achieve.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

I am a very organized and fun-loving person. I take pride in the work I do and my ability to serve those around me. One example of my work would be with the organization I have brought to the backlog of the Yolo County Archives. I have taken the time to create a way that 20 plus years of backlog has been organized and has thus been better processed. In doing this, I was promoted to take charge of maintaining and fixing the website (by using Dublin core, HTML, and Omeka) that is used by the public to have access to the digitized collections from the county archives.

Question applies to Historic District Commission

**Do you have special interest, experience, or education/training in history, architecture, archaeology, or related fields? If yes, please explain.**

A project I am proud of helping to start was a pilot transcription project for elementary school students. My involvement included meeting with teachers, creating online access to primary records, and compiling work packets of scanned documents for multiple students to work on simultaneously. This project was created to help students learn not only about the California court system in the mid to late 1800's, but also to read, analyze, and understand primary records.

[Resume 2019-  
Rachel Nelson.docx](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

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**Ethnicity \***

Caucasian/Non-Hispanic

**Gender \***

Female

**If other, please describe:**

**Please select your age from the following list. \***

25-34

**Graduate Student**

Occupation

**Are you a caregiver for or identify with a disability?**

---

Yes  No

**Have you participated in the Peoples Academy?**

---

Yes  No

**Are you a Town of Chapel Hill employee?**

---

Yes  No

---

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# Rachel Nelson

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1100 West NC Highway 54 Bypass, Apt. 10 Chapel Hill, NC 27516 | (530)400-9985 | waterrachelswim@yahoo.com

## Education

### **M.A. LIBRARY SCIENCE | MAY 2020 | NORTH CAROLINA CENTRAL UNIVERSITY**

- Master's in Library Science with an emphasis in Archive and Record Management

### **B.A. HISTORY | DECEMBER 2017 | CALIFORNIA STATE UNIVERSITY OF SACRAMENTO**

- Major: History

### **HIGH SCHOOL DIPLOMA | JUNE 2009 | DIXON HIGH SCHOOL**

## Experience

### **LIBRARY ASSISTANT III PUBLIC SERVICE AND ARCHIVE ASSISTANT | UC DAVIS | MARCH 2018-JULY 2018**

- Public services assistance to faculty, students, staff, visiting scholars, and the public in the Reading Room and to remote users as assigned
- Provides information for the user regarding collection information and historical research;
- Outreach with information regarding collections and services for websites, guides, social media, and special programming.

Maintains the rare book and pamphlet collections (including the Michael and Margaret B. Harrison Western Research Center), map collection, manuscript collections, historical photograph collections, University Archives, and other non-circulating research materials with department staff.

### **COORDINATOR OF DIY PROJECT - EXTRA HELP| YOLO COUTNY ARCHIVES | JULY 2016-JULY 2018**

Coordinator of the Discover.It.Yourself History Project Website which included the redesign of the website and metadata through working with HTML, Omeka, and Dublin Core. I have also helped direct the work of volunteers, created goals for the website both in marketing and with uploading subject matter that has been scanned and digitally edited. I have also helped coordinate a larger scale project for an online pilot transcription project for elementary school children. I have also learned and have done elevated level of preservation and processing work with materials in the Archives.

### **INSTITUTE COUNCIL PRESIDENT | THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS | AUG 2017-JULY 2018**

Organize and run religious group in charge of religious classes, community service projects and social activities. Worked with my council members to create, plan, and organize events. Reach out to and work with people of our own faith as well as others for community service projects and service projects in other areas as needed.

### **VOLUNTEER | CENTER FOR SACRAMENTO HISTORY | AUG 2015-DEC 2015**

- Work with and transcribe coronary records to digital forms within the years of 1920-1940. Also look at court cases for missing information.

### **FAMILY HISTORY CONSULTANT | WOODLAND FAMILY HISTORY CENTER | AUG 2014 - AUG 2015**

- Helped do research with people to find more about their family history. Worked with censuses, marriage, birth and death certificates, and microfilm. Was shift leader and in charge of organizing and scheduling my chapter of people.

**SWIM COACH/CHILD CARE | DAVIS SWIM AND FITNESS | APR 2012- AUG 2015**

- Set up prices, promote, and sell all swim lessons. Schedule all swim lessons. Teach swimming to people from the ages of 6 months and up. Supervise children to make sure they are safe and having fun.

**CUSTOMER SERVICE REPRESENTATIVE | UNIVERSITY OF CALIFORNIA DAVIS | SEP 2010-OCT 2010**

- Work on computers to reprint I.D. cards. Work with the UCD system to find students, identify them and print new cards. Fix and restock printers/laminators when out of supplies. Direct up to 2000 students to where they should go to get new cards.

**SWIM INSTRUCTOR | SPECIAL OLYMPICS | SUMMERS OF 2006- 2009**

- In the water and teach swimming to people between the ages of 6 to 64 with mental and physical disabilities.

**SWIM INSTRUCTOR | DAVIS SUMMERDARTS | SUMMERS OF 2006- 2009**

- In the water and teach swimming to people between the ages of 6 to 18 guided by USA Swimming rules and regulations.

## **Certificates**

- Power Industrial Truck/High Lift Platform Training

---

## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

---

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---

I Agree

perldepal@yahoo.com

Email Address

Anne

First Name

Perl De Pal

Middle Initial

Last Name

710. E. Rosemary Street

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (212) 247-6929

Primary Phone

Business:

Alternate Phone

---

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

Greater than 10 years

---

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

---

Historic District Commission: Eligible

Question applies to multiple boards

**Which Board is your First Choice? \***

---

Historic District Commission

---

**How did you find out about this opportunity? (select all that apply)**

---

Email

**If you chose "Other" from the advertising opportunity listed above, please specify:**

---

---

**Interests & Experiences**

Question applies to multiple boards

**How do you describe your previous advisory board experience?**

---

Non-Chapel Hill Board Experience

Question applies to multiple boards

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

Professional experience in the field, experience with other similar commissions, and practical experience with historic properties

Question applies to multiple boards

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

Professional projects including 17th ,18th, 19th and 20th century structures, properties and districts.. Family and applicant have had property in the historic district for years.

Question applies to Historic District Commission

**Do you have special interest, experience, or education/training in history, architecture, archaeology, or related fields? If yes, please explain.**

---

Licensed professional (architect) in the State of North Carolina and other states, Status current and vetted by NC State licensing board. Experience with Landmarks and Historic Commissions in numerous jurisdictions : including United States, Europe and Canada.

Question applies to multiple boards

---

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

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### Ethnicity \*

Caucasian/Non-Hispanic

### Gender \*

Female

If other, please describe:

---

Please select your age from the following list. \*

over 55

licensed architect

Occupation

Are you a caregiver for or identify with a disability?

Yes  No

Have you participated in the Peoples Academy?

Yes  No

Are you a Town of Chapel Hill employee?

Yes  No



---

## Ethics Statement

Question applies to multiple boards

### ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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Members of advisory boards and commissions shall not discuss, advocate, or vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to State Statute 106A-388(e)(2), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.” Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member should ask the advisory board or commission to be recused from voting. The advisory board or commission should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

---

I Agree \*

Question applies to multiple boards

*Applications will be kept on file from July 1st to June 30th of the same fiscal year. Please reapply each fiscal year if you are still interested in serving on an Advisory Board, Commission, Committee or Task Force and have not yet been appointed.*

---

## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

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**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

I Agree

jws@me.com

Email Address

John

First Name

Sweet

Last Name

Middle Initial

208 Glenburnie Street

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (919) 448-8802

Primary Phone

Home:

Alternate Phone

---

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

4-9 years

---

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than three groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

---

Historic District Commission: Eligible

Question applies to multiple boards

## Which Board is your First Choice? \*

---

None Selected

---

## How did you find out about this opportunity? (select all that apply)

---

answer 1

## If you chose "Other" from the advertising opportunity listed above, please specify specify:

---

---

## Interests & Experiences

Question applies to multiple boards

## How do you describe your previous advisory board experience?

---

None Selected

Question applies to multiple boards

## What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

---

Historic District Commission makes a very important contribution to the quality of life in Chapel Hill and I would welcome an opportunity to join in its work. Since moving to the area some years ago to take on a position as a professor of American History at UNC, I have lived in several places—but the last four years spent in the Franklin-Rosemary Historic District have been truly special. Every time I walk to campus, go for a run in Battle Park, or just stroll around the block, I feel grateful for the opportunity to live here. My father was an architect, I have had a lifelong love of architecture and landscape design; over the years, I have had several rewarding opportunities to engage in the process of designing houses and planning renovations. As an historian, I have a long-standing professional interest in the built environment and in historic preservation; this spring I will be teaching a new class on the history of the built environment using Chapel Hill as case study. As a homeowner who has come before the Commission as an applicant, I am also sensitive to what it feels like to be in that position. I have great respect for the Commission's mission and role; and I also have great respect for those seeking to improve their properties.

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

Question applies to Historic District Commission

**Do you have special interest, experience, or education/training in history, architecture, archaeology, or related fields? If yes, please explain.**

---

---

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

### Ethnicity \*

Caucasian/Non-Hispanic

### Gender \*

Male

**If other, please describe:**

---

**Please select your age from the following list. \***

---

35-54

Historian

Occupation

**Are you a caregiver for or identify with a disability?**

---

Yes  No

**Have you participated in the Peoples Academy?**

---

Yes  No

**Are you a Town of Chapel Hill employee?**

---

Yes  No

---

**Ethics Statement**

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---

## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

---

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---

I Agree

polly.vandavelde@gmail.com

Email Address

Maria (polly)

First Name

Van De Velde

Middle Initial

Last Name

832 Pinehurst Drive

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27517

Postal Code

Home: (919) 619-2171

Primary Phone

Home: (919) 619-8491

Alternate Phone

---

Question applies to multiple boards

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**What district do you live in? \***

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

Greater than 10 years

---

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

**Which Boards would you like to apply for?**

---

Historic District Commission: Eligible

Planning Commission: Eligible

Question applies to Planning Commission

**Select a Seat Category for the Planning Commission \***

---

Chapel Hill Resident

Question applies to multiple boards

**Which Board is your First Choice? \***

---

Historic District Commission

---

**How did you find out about this opportunity? (select all that apply)**

---

Other (provide additional information below)

**If you chose "Other" from the advertising opportunity listed above, please specify:**

---

current member

---

**Interests & Experiences**

Question applies to multiple boards

**How do you describe your previous advisory board experience?**

---

None Selected

Question applies to multiple boards

**What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?**

---

As a current and past member of the Community Design Commission, I have gained a broad perspective of land planning and development issues. Having been involved from the beginning on evaluating and helping redefine the requirements related to the Blue Hill District, I appreciate the complexity of setting standards and policies that both satisfy the many factions of Chapel Hill citizenry, and the development needs of a town that will continue to grow. The importance of setting policy that will result in everyone feeling a sense of ownership is of tantamount importance. Having also been party to much of the negotiation regarding the Eastowne-UNC Healthcare development agreement, I appreciate the challenges for the town to enhance the experience of town residents while maintaining a collaborative relationship with the University.

Question applies to multiple boards

**Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.**

---

Involvement in town projects have included Chapel Hill 2020, membership on the Obey Creek Compass Committee and participation in developing the design guideline manual for Blue Hill. My skill sets include good listening, communication, team building and interviewing. From many years working in medical research I have statistical and analytical skills as well. I would like the opportunity to continue working to enhance town well being.

Question applies to Historic District Commission

**Do you have special interest, experience, or education/training in history, architecture, archaeology, or related fields? If yes, please explain.**

---

In specific regard to suitability for membership on the Historic District Commission I appreciate the need to preserve and protect the parts of Chapel Hill that have historical as well as architectural importance. They are part of the fabric of the entire town that deserve special consideration. My longstanding special interest in architecture has been honed by my Community Design Commission tenure. I grew up in New England with a long tradition of preservation. The house I grew up in was built in 1848. I appreciate historical design elements and preserving their integrity.

Question applies to Planning Commission

**Do you have special interest, experience, or education/training in city planning, design field, environment, housing, transportation or related fields? If yes, please explain.**

---

Question applies to multiple boards

---

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics



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**Ethnicity \***

---

Caucasian/Non-Hispanic

**Gender \***

---

Female

**If other, please describe:**

---

**Please select your age from the following list. \***

---

over 55

Psychiatric Social Worker-  
Retired

Occupation

**Are you a caregiver for or identify with a disability?**

---

Yes  No

**Have you participated in the Peoples Academy?**

---

Yes  No

**Are you a Town of Chapel Hill employee?**

---

Yes  No

---

**Ethics Statement**

Question applies to multiple boards

## **ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS**

---

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---

I Agree \*

Question applies to multiple boards

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---

## Profile

Question applies to multiple boards

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

## Public Records Statement

---

**I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.**

---

I Agree

neal@ti-law.com

Email Address

Neal

First Name

Middle Initial

Wolgin

Last Name

212 Sierra Drive

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Home: (919) 321-6245

Primary Phone

Home:

Alternate Phone

---

Question applies to multiple boards

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

**What district do you live in? \***

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

**If you are a Chapel Hill Resident, How long have you lived here?**

Greater than 10 years

---

Question applies to multiple boards

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than three groups from the list below to which you would like to apply.

## Which Boards would you like to apply for?

---

Historic District Commission: Eligible

Transportation and Connectivity Advisory Board: Eligible

Question applies to Transportation and Connectivity Advisory Board

## Select a Seat Category for the Transportation and Connectivity Advisory Board \*

---

Chapel Hill Resident

Question applies to multiple boards

## Which Board is your First Choice? \*

---

Historic District Commission

---

## How did you find out about this opportunity? (select all that apply)

---

Internet

If you chose "Other" from the advertising opportunity listed above, please specify specify:

---

---

## Interests & Experiences

Question applies to multiple boards

## How do you describe your previous advisory board experience?

---

None Selected

Question applies to multiple boards

## What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

---

I am a long-time resident, and student/keen observer of transportation policy at the local and state level. I believe there are opportunities for improvement in our current local transportation infrastructure.

## Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

---

I have an engineering background, good visualization skills, excellent budgetary skills, and knowledge of transportation construction issues.

Question applies to Historic District Commission

**Do you have special interest, experience, or education/training in history, architecture, archaeology, or related fields? If yes, please explain.**

I have an interest in local history, historic preservation, and architecture, as well as practical experience in construction trades.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

---

## Demographics

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### Ethnicity \*

Caucasian/Non-Hispanic

### Gender \*

Male

If other, please describe:

Please select your age from the following list. \*

over 55

Attorney \_\_\_\_\_

Occupation

Are you a caregiver for or identify with a disability?

Yes  No

Have you participated in the Peoples Academy?

Yes  No

Are you a Town of Chapel Hill employee?

Yes  No

---

## Ethics Statement

## **ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS**

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I Agree \*

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