

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Kendra Wong  
Chairwoman

**SUBJECT:** Review, discuss, revise and possibly approve the questions for Trustee Candidates

**DATE:** November 20, 2019

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**I. RECOMMENDATION**

That the Board of Trustees makes a motion to approve the questions for the Trustee Candidates.

**II. BACKGROUND**

At the November 13, 2019 Board of Trustees meeting, Trustee Phil Horan announced his pending resignation from the Board of Trustees effective December 16, 2019. At this same meeting, the Board of Trustees authorized Staff to begin the recruitment for a replacement to complete Trustee Horan's remaining one year term. Part of this effort was to provide to us, which the Staff did, a packet of information which includes questions to be asked of the candidates vying for this position. This agenda item is our time to review and revise the questions as presented. The presented questions are the same questions that we asked when we last undertook this effort.

**Candidate Name:** \_\_\_\_\_

At the start of your interview, you will be able to make an opening statement that can last up to two (2) minutes. During your opening statement, please make sure that you disclose any potential and/or existing conflicts of interest. Follow up questions can be asked by any Trustee after any question. At the end of your interview, you will be able to make a closing statement which should emphasize why the Board of Trustees should appoint you to this vacancy. This closing statement will be limited to three (3) minutes.

1. How many months do you spend in Incline Village/Crystal Bay each year?
2. How have you been involved in the Incline Village/Crystal Bay communities during the last five years? Include in your response specific organizations and activities.
3. Please tell us the most important challenge facing the District during the next two years and what are your recommendations for resolution of each challenge.
4. What background and experience would you bring to the Board in the area of (a) finance, (b) leadership and (c) Board level experience?
5. Tell us how you would negotiate a resolution, assuming it is possible, when the Board is split on a matter and then tell us how you would deal with and/or communicate with your constituents when the vote did not go as you would have liked?
6. Describe a work situation in which you had to deal with a sensitive personnel related issue. What were your major considerations when deciding how to proceed?
7. What is your understanding of the role of a Trustee?