

APPOINTMENT FORM

Committee: Commission on Aging

COPY: 05/15/2012

No. of Vacancies: 4 (Term Expiration)

AGENDA: 05/22/2012

Length of Terms: 4 years beginning on May 1 (Members may not serve for more than two consecutive full terms)

Deadline Date: March 14, 2012

Name	District	Term Expiration	Initial Appt. Date	Terms Served	Interested? (Yes/No)	New Applicant(s)
Alexander, Nancy J.	2	04/30/2015	06/12/2007	2 nd Full		
Crawley, Rhonda M.	1	04/30/2015	06/23/2009	1 st Full 1 Partial		
Evans, Eloise	1	04/30/2013	11/08/2011	1 st Partial		
Farmer, Althea <i>Health Services & Non-profit</i>	1	04/30/2013	05/04/2004	2 nd Full 1 Partial		
Friel, Patricia A.	3	04/30/2015	06/12/2007	2 nd Full		
Hayes, Margaret F. <i>Chair</i>	1	04/30/2013	11/21/2006	1 st Full 1 Partial		
Jensen, JoAnn D.	3	04/30/2014	06/15/2010	1 st Full		
Justice, Susan <i>Office on Aging</i>	N/A	Ongoing	N/A	N/A		
Krohnert, Frank	2	04/30/2014	07/06/2010	1 st Full		
McCartney, Elizabeth	2	04/30/2012	05/17/2011	1st Partial	Yes	Reappoint
McManimon, Paul R.	1	04/30/2014	08/16/2011	1 st Partial		
Miller, Pearl	3	04/30/2015	06/12/2007	2 nd Full		
Phipps, Margaret <i>Elected Official</i>	2	04/30/2012	12/04/1979	8 th Full 1 Partial	Yes	Waiting for revision of Bylaws
Sprecher, Barbara	2	04/30/2012	05/04/2004	2nd Full	Not eligible	Lehman, Nancy – District 1
Stephenson, Mary J.	1	04/30/2014	08/16/2011	1 st Partial		
Tallant, Joanne R.	3	04/30/2013	06/23/2009	1 st Full		
VanAuker, Rev. Margaret <i>Clergy and Vice Chair</i>	1	04/30/2012	05/04/2004	2 nd Full	Not eligible	Currently being advertised



**CALVERT COUNTY
COMMISSION ON AGING
Area Agency on Aging Advisory Council**

450 West Dares Beach Road
Prince Frederick, Maryland 20678
410-535-4606 / 301-855-1170
Fax 410-535-1903

Chairperson: Margaret Hayes Vice Chair: Nancy Alexander
Rhonda Crawley Patricia Friel Pearl Miller
Eloise Evans Frank Krohnert Mary Stephenson
Althea Farmer Paul McManimon Joanne Tallant

May 7, 2012

Board of County Commissioners
Calvert County Courthouse
175 Main Street
Prince Frederick, MD 20678

Dear Commissioners:

The Commission on Aging (COA) Applicant Review Committee and Executive Committee have agreed to support the most recent applicants for appointment as follows:

Elizabeth McCartney	District 1	reappointment - first term expired 4/30/12
Nancy Lehman	District 1	appointment - replacing Barbara Sprecher, Dist.2

This will leave three vacancies on the COA, including the required Elected Official seat. As in the past, Register of Wills Margaret Phipps applied for reappointment; she has filled that seat since 1979. The County Attorney has advised that, according to existing COA bylaws, Ms. Phipps cannot be reappointed without a one year absence from the COA. Therefore, the COA will be submitting a bylaws revision for the BOCC's approval. While all past COA members are honorary members, it is essential that the full 16-member COA have voting rights.

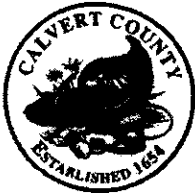
We look forward to reviewing the applications received by your office in response to the advertisement that closes 5/9/12. We appreciate the opportunity to review the applications and to speak with the COA applicants. Thank you for your consideration of the above.

Sincerely,

Margaret F. Hayes

Margaret F. Hayes
Chairperson

cc: Maureen Hoffman
Susan Justice



CALVERT COUNTY BOARD OF COUNTY COMMISSIONERS

Courthouse, 175 Main Street Prince Frederick, Maryland 20678 410-535-1600 • 301-855-1243 www.co.cal.md.us

Board of Commissioners Gerald W. Clark Pat Nutter Susan Shaw Evan K. Slaughenhaupt Jr. Steven R. Weems

APPLICATION FOR APPOINTMENT

You must be a Calvert County registered voter to apply. Applications remain on file for six months from date of receipt.

Name: ELIZABETH ANN MCCARTNEY

Home Address (on file with the Board of Elections): 1800 HOLLAND CLIFFS RD HUNTINGTOWN, MD 20639

Mailing Address: HOME ADDRESS

Work Address: RETIRED

Telephone: (Home) (410) 535-3181 (Business) N/A (Cell) (410) 610-1294

Email: ELIZABETH2008@COMCAST.NET Fax: N/A

Please indicate the district in which you are registered to vote (1, 2, or 3): 2

Name of Board, Commission, or Committee: COMMISSION ON AGING

Interest and/or experience that would be of benefit to this Board, Commission, or Committee: SEE RESUME

What is your interest in serving on this Board, Commission, or Committee? TO REVIEW MY APPOINTMENT

Please list any Calvert County Board, Commission, or Committee of which you are a member: COMMISSION ON AGING

Are you currently applying for any other Boards, Commissions, or Committees? YES [] NO [X] If yes, please list

Brief educational/work history (A resume of up to three pages is required): SEE RESUME

Members are expected to attend meetings in accordance with the committee's bylaws.

If appointed, I will be able to attend regularly scheduled meetings. YES [] NO []

If appointed, I authorize the release of my address and telephone number to the press or public if requested. YES [X] NO []

I certify that the above information is correct. Elizabeth Ann McCartney Signature of Applicant

Date 2/20/12

Please return to Maureen L. Frederick: Mail: Courthouse, 175 Main Street Prince Frederick, MD 20678 Fax: 410-535-5594

Questions: Phone: 410-535-1600, extension 2214 301-855-1243, extension 2214 Email: frederml@co.cal.md.us

Elizabeth A. McCartney

1800 Holland Cliffs Road, Huntingtown, MD 20639 (410) 535-3181

Experience

CFO

Cedar Point Federal Credit Union, Lexington Park, MD

July 1995 – December 2005

Responsible for all accounting department duties and personnel. Including but not limited to:

- Financial reporting
- Cash management/Investments
- Asset/Liability Management
- Budget
- Year-end Audits

Controller

Capital Corporate Federal Credit Union, Lanham, MD

January 1986 – July 1995

Responsible for all accounting department duties and personnel. Including but not limited to:

- Financial Reporting
- Loans
- Payroll
- Accounts Payable
- Pension Plan
- Year-end Audits

Financial Accounting Manager

Winchester Homes, Inc., Greenbelt, MD

1983 – 1984

- Financial Reporting
- General Ledger Account Analyses
- Payroll
- Monitored bank funds and monthly reconciliations
- Supervised Staff

Full Charge Bookkeeper

Edward B. Howlin, Inc., Dunkirk, MD

1980 - 1983

- Maintained general ledgers for parent company and two subsidiaries
- Weekly payroll
- Accounts payable and receivable
- Bank account reconciliations

Penn Auto

Prince Frederick, MD

1973 – 1979

- Worked part-time in a family business. Duties Ranged from general clerk to bookkeeper. In addition, I was a full-time homemaker and mother while attending Prince George's Community College on a part-time basis.

Loan Servicing Department Administrative Assistant

First Funding Corporation, Arlington, VA

1960 – 1973

- Furnished loan pay-off and assumption information
- Foreclosure forms
- Escrow account analyses
- Single debit investor reporting

Education

1994 Leadership Development Program

University of Maryland, College Park, MD

1985 Bachelor of Science Degree

University of Maryland, University College, College Park, MD

Civic Involvement

2009 – 2011 Calvert County Literacy Agency

1996 – 1999 Big Sister in the Big Brother/Big Sister Program

1992 Four year appointment to Calvert County Commission on Aging

2011 One year appointment to Calvert County Commission on Aging

References

References are available on request.



CALVERT COUNTY BOARD OF COUNTY COMMISSIONERS

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Board of Commissioners Gerald W. Clark Pat Nutter Susan Shaw Evan K. Slaughenhaupt Jr. Steven R. Weems

APPLICATION FOR APPOINTMENT

You must be a Calvert County registered voter to apply.

Applications remain on file for six months from date of receipt.

Name: Nancy R. Lehman

Home Address (on file with the Board of Elections): 13460 Stowaway Court Solomons, MD 20688

Mailing Address: 13460 Stowaway Ct., Solomons, MD 20688 OR P.O. 231, Solomons

Work Address: N/A

Telephone: (Home) 410-326-0214 (Business) N/A (Cell) 410-610-2914

Email: bobnancy@verizon.net Fax:

Please indicate the district in which you are registered to vote (1, 2, or 3): 1

Name of Board, Commission, or Committee: Commission on Aging

*Interest and/or experience that would be of benefit to this Board, Commission, or Committee: Personal experience advocating for senior parents, professional background working with seniors

What is your interest in serving on this Board, Commission, or Committee? In community setting. To advocate for seniors to have access to full range of programs, and processes to maximize quality of life.

Please list any Calvert County Board, Commission, or Committee of which you are a member: None

Are you currently applying for any other Boards, Commissions, or Committees? YES [] NO [X] If yes, please list

* Brief educational/work history (A resume of up to three pages is required): B.A. University of Maryland, Certified Activities Director for Seniors w/ Dementia

Members are expected to attend meetings in accordance with the committee's bylaws.

If appointed, I will be able to attend regularly scheduled meetings. YES [X] NO []

If appointed, I authorize the release of my address and telephone number to the press or public if requested. YES [] NO [X]

I certify that the above information is correct. Nancy R. Lehman Signature of Applicant

March 26, 2012 Date

Please return to Maureen L. Frederick: Mail: Courthouse, 175 Main Street Prince Frederick, MD 20678 Fax: 410-535-5594

Questions: Phone: 410-535-1600, extension 2214 301-855-1243, extension 2214 Email: frederml@co.cal.md.us

* See resume

Nancy R. Lehman

Accomplishments

Developed "Betty's Closet" used clothing shop with Asbury residents and community volunteers to raise funds for the benevolent care fund in 2010

Recipient of 2005 Mary Harrison Award for community service to the arts in Calvert County

Recipient of 2002 Michael L. Johnson Writing Excellence Award

Recipient of 1994 Leadership Award for Managerial Excellence

March 2007 to October 2010 Asbury~Solomons Island CCRC

Cultural Arts and Volunteer Manager

- Developed activities program to engage residents based on six pillars of wellness: intellectual, spiritual, vocational, emotional, social, and physical, including arts programs, cooking classes, game nights, fashion shows, support groups, sing-a-longs, socials and volunteer opportunities
- Created an overall educational program, "Asbury's Celebration of Arts and Culture" showcasing multicultural foods, celebrations, arts, and entertainment along with instructional materials and visual displays open to the public
- Re-vamped and facilitated special events and daily programs for assisted living and skilled nursing environments
- Partnered with director of development to raise funds and grant money to supplement program costs
- Coordinated all volunteer recruitment, placement and management and Instituted Recruit, Retain, and Recognize program for volunteers

August 2005 to 2006 College of Southern Maryland Student and Community Activities Specialist

- Developed activities program for students including community service programs, musical entertainment, competitions, movie nights, and performance arts
 - Created an overall educational course, "The American Immigration Experience", showcasing multicultural foods, celebrations, arts, and entertainment along with instructional materials and visual displays
 - Facilitated student government activities
 - Developed educational programs for at risk students with instructors and advising staff
 - Acted as creative liaison for the Prince Frederick campus and the college community at large
-

September 1999 to 2005 Arts Council of Calvert County
Membership / Programs and Activities Coordinator

- Responsible for membership development. Created new membership program increasing membership by 40% in a twelve month period
- Implemented a partnering program with community performers and local artists by instituting monthly concerts, visual art displays and actors showcases such as "Sundays of Note" and "Courtyard Concerts"
- Developed and expanded educational art programs for adults and children including arts camp for kids, "ArtVentures" and "Brown Bag Art" for older adults
- Wrote quarterly newsletter highlighting coming events, membership activity, volunteer recognition, and local interests
- Created automated membership database

July 1989 -1996 The Wood Company / Restaurant Associates
Operations Manager / University and Museum Dining Service

- Directed daily operations of retail cash operations, resident student dining and special events catering
- Supervised four managers including the chef, cash operations managers and catering supervisor
- Planned and supervised catered events including inaugural of new college president, parent and student weekend events and various college entertainments and experiences
- Acted as catering and merchandising consultant for other area Wood Company dining service accounts

Education

Certified Activities Coordinator for Seniors (MEPAP 1)

University of Maryland University College
B.A. Arts and Humanities

- Graduated summa cum laude

College of Southern Maryland
A.A. Arts and Sciences

- Graduated with highest honors

The Restaurant School, Philadelphia, PA
Culinary Certificate

**Volunteer
experience**

2012 Solomons Nursing Center

Activities and programs

2002 – Present SMILE Food Pantry

Daily volunteer supervisor

1997 – 2008 Calvert Marine Museum

Waterside Concert Series Planning Chairperson / Food Court

Co-chairperson / Members' Holiday Party

2003 – 2007 Arts Council of Calvert County

Board Member

Special programs

Events Chairperson / Fundraising Gala 2005 - 2006