

TOWN OF OCEAN VIEW
DELAWARE

July 6, 2020

TO: Mayor and Council
FROM: Carol S. Houck, Town Manager 
SUBJECT: Increased Outreach Efforts to Engage Residents to Serve on Town Boards & Commissions

Background:

The Town Council met on June 23, 2020 for a Council Workshop to have a discussion regarding the method used to recruit candidates for Town Boards and Commissions. The meeting was attended by all members of Council, various staff, and the Town Solicitor. An engaged and thoughtful discussion took place. The outcome of which included the interest to increase our outreach efforts to make residents aware of the opportunity to serve on our Boards and Commissions.

Further, it was decided to add a section to the Town's application for our Boards or Commissions to allow for space to advise us of where applicants heard about the opportunity. This information may be helpful in the future to determine where our effort is best served. Applicants will be required to submit by email or letter a statement of interest in serving. This correspondence will be shared with the Mayor and Council at time of consideration.

The following has been accomplished or will be between July 2020 and May 2021 at which time we will evaluate our success in gathering names for consideration:

July 15, 2020 and events thereafter – Town booth set up at our Classic Movies Nights , Fall Concerts, Cops and Goblins, and Old Town Holiday Market to share Town information and to engage participants in considering adding their name to our list of persons interested in serving on a board or commission in the future.

July 2020 – The application form was placed under the Boards and Committees section on our website noted to be a more intuitive spot for residents to find in addition to being in the FORMS section of the site.

The May 2021 Newsletter will include information related to our Boards and Commissions recruitment.

July/August 2020 Coastal Point Article – The Coastal Point reporter Susan Canfora was contacted to write an article regarding our efforts to make more people aware and develop a list of interested and engaged residents to be considered to fill future vacancies. Additionally, over the course of this year we will submit photo's of our board and commission members along with written content to the Coastal Point to first acknowledge their contributions as well as to keep the community aware of the opportunity to serve and create awareness of the support our members provide.

**TOWN OF OCEAN VIEW
201 CENTRAL AVENUE
OCEAN VIEW, DE 19970**

COMMITTEE INTEREST FORM

The Mayor and Council of the Town of Ocean View, Delaware are interested in developing a group of volunteer citizens who are willing to serve on its various Boards and Commissions and assist with activities in the Town. If you are interested in serving the Town, please indicate your interest and provide detailed relevant experience below.

Name _____

Address _____

E-mail Address _____

Telephone Number _____

Background/Experience _____

Please indicate interest:

Board of Adjustment

Board of Assessment

Board of Elections

Events Committee

Planning and Zoning Commission

Other (Please explain interest)

Where did you hear about opportunities for volunteering? _____

Return to the address at top of page, attention Town Clerk, Thank you!
