

MEMORANDUM

From the desk of

CINDY VAN METER

Office Manager/Human Resource Coordinator



DATE : May 15, 2026

TO : Board of Directors

CC : John Tillotson

RE : Account Clerk I position

Both applicants are currently working as temporary employees in the Business Office and applied for the open position under the Transition for Non-Benefitted Employees policy. The candidates were interviewed and below is the eligibility list.

Victoria Rosales	1
Kathleen Thursby	2