Town of Black Mountain Advisory Board and Commission Application

Thank you for your interest in being a member of the Town of Black Mountain's Advisory Boards & Commissions. To ensure that your application will receive full consideration, please answer all questions completely. Incomplete applications will not be considered. Please note this application is a public record upon submittal per N.C.G.S. Chapter 132.-1. Submitted applications will be kept on file for a period of twelve months.

For more information about each board/commission, visit Town of Black Mountain Advisory Boards & Commissions Webpage

Name

Tara
First

Cooke
Last

Do you live inside the Incorporated Town (City) Limits of Black Mountain?

⊙ Yes ○ No

*if you are unsure, please contact the Town Clerk's office via town.clerk@tobm.org or 828-419-9300. Some boards & commissions require that members must reside within the Black Mountain Town Limits to be eligible.

Physical Address

1012 Montreat Rd.
Address Line 1

Apartment 3
Address Line 2

Black Mountain
City

North Carolina
State

28711
Zip Code

Mailing Address (if different than above)

1012 Montreat Rd, Apartment 3
Address Line 1

Address Line 2

Black Mountain
City

North Carolina
State

28711
Zip Code

Primary Email

taraap2021@gmail.com

This is the primary method of communicating with board/commission members and will be how you will receive agendas and meeting notifications.

Primary Phone

(703) 927-6732

Other Phone (if applicable)

Are you seeking reappointment?
○ Yes ⦿ No

Please select the Board or Commission you wish to apply for (or seeking reappointment to).

☐ ABC Board
☑ Active Mobility Commission
☐ Board of Adjustment
☐ Historic Preservation Commission
☐ Planning Board
☐ Recreation Commission
☐ Black Mountain Library Maintenance Board*
☐ MSD (Metropolitan Sewerage District Board)**

For more information about each board/commission, visit Town of Black Mountain Advisory Boards & Commissions Page

**The Black Mountain Library Maintenance Board is a volunteer board established to assist the Town in fulfilling its responsibilities to support & maintain the physical condition of the Library facility and management of both minor/major maintenance for Library.*

***The MSD Board is a non-Town body of which Council Members may appoint a member from its own membership or appoint a Town resident. Currently, the Town of Black Mountain has one (1) seat on this board which does not expire until January 2027. Reference MSD Board of Directors Website.*

If you are seeking a new appointment, you may apply for more than one advisory board or commission. However, an applicant will only be appointed for one board or commission seat, not multiple seats. The Library Board is exempt from this rule.

Primary Preference

If you selected multiple boards or commissions that you are interested in, please indicate your preferred primary choice in the dropdown menu.

Secondary Preference

If you selected multiple boards or commissions that you are interested in, please indicate your secondary choice in the dropdown menu.

Please list any relevant experience related to the board/commission you are applying for and any prior (or current) civic involvement.

I was on the advisory board for James City County Virginia's Department of Social Services. During that time we addressed allocation of funds to local human service agencies to provide care to low income and elderly in the community.

Why do you wish to serve (or continue serving) the Town in this capacity as a Board or Commission member?

A passion of mine is to have walkable communities that allow people who do not have access to transportation a safe way to get to basic services. This is challenging in a mountain community, but one I feel is achievable. At least in the city center. That is why I am interested in this commission.

Experience, Education, Certifications

I have two masters degrees, one in gerontology and the other in public health.

Please provide any educational, certifications or experience that you could bring to this Board/Commission.

Optional- Please provide any other helpful information you'd like to share about your intentions to serve as a Board/Commission member.

☑ I understand that by submitting this application it becomes a public record per N.C.G.S. Chapter 132-1.

Signature



Date

7/5/2025

By providing your signature, you confirm the information provided is correct and you agree to all information contained within this application.

Please read this information below for next steps in the appointment process and general information.

- Applications will be compiled and presented to the Town Council for consideration of appointment at an upcoming meeting. Typically this will occur at the July Council meeting for annual appointments, but if resignations occur, the Council may consider appointments at other times during the year. Submitted applications will remain on file for a period of one (1) year.
- Individuals selected for appointment by the Town Council will assume their position once they are duly sworn in. The Town Clerk will contact you to make arrangements for swearing in upon appointment. If you are being reappointed to another term, you will also need to be sworn in.
- **Some Boards & Commissions require that members must reside within the Black Mountain Town Limits to be eligible to serve.** Exceptions to the above statement may exist for some boards, and for purposes of regional memberships.
- All Town of Black Mountain Advisory Board and Commission members must operate under the following policies set forth by the Town Council and are included in the 'Handbook for Advisory Board, Commission & Committee Members' last adopted by Town Council on November 4, 2019.

    - ***1) Code of Ethics***
    - ***2) Attendance Policy***
    - ***3) Policies & Procedures for Administering Boards and Commissions.***
- Each appointed member will be provided the current Handbook for Advisory Board, Commission & Committee Members, and must indicate they have received and will abide by said material by signing an acknowledgement form, which will be kept on file by the Town Clerk's office for the duration of their term.
- For any application or appointment questions, please contact the Town Clerk's office via: town.clerk@tobm.org, or 828-419-9310.