Town of Black Mountain
Advisory Board and Commission Application

Thank you for your interest in the Town of Black Mountain's Advisory Boards & Commissions. To ensure that your application will receive full consideration, please submit a complete application. Incomplete applications will not be considered. Please note this application is a public record upon submittal per N.C.G.S. Chapter 132.-1. If you prefer to fill an application out online, visit: https://www.townofblackmountain.org/154/Boards-Commissions or scan QR code.

SCAN ME

APPLICANT INFORMATION

First Name: *Melisa* ***Last Name:*** *Pressley*

PHYSICAL ADDRESS

Address: *15 John Myra Ave.*

City: ***Black Mountain*** ***State:*** ***NC*** ***Zip:*** ***28711***

MAILING ADDRESS *(if different than above)*:

Address: _____

City: _____ ***State:*** _____ ***Zip:*** _____

Do you live inside the Town 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. Some exceptions may apply.*

EMAIL ADDRESS: melisapressley2@gmail.com

(This is the preferred communication method for advisory board/commission members)

PHONE NUMBER: Main (828) 545-9648 Other( )

Are you seeking re-appointment? Yes ____ No ✓

ADVISORY BOARD/COMMISSION PREFERENCE

PleaseselecttheBoardorCommissionyouwishtoapplyfor(orseeking reappointment to):

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

- If you are seeking a new appointment, you may apply for more than one board or commission. However, an applicant will only be appointed for one board or commission seat, not multiple seats.
- For more information about each board/commission, visit Town of Black Mountain Advisory Boards & Commissions Page at https://www.townofblackmountain.org/154/Boards-Commissions.
- *The Black Mountain Library Maintenance Board is a volunteer board established to assist the Town in fulfilling its responsibilities to support and maintain the physical condition of the Library facility & management of both minor/major maintenance for the 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, https://www.msdbc.org

PRIMARY & SECONDARY BOARD/COMMISSION PREFERENCES:

If you selected multiple boards or commissions that you are interested in, please indicate your preferred primary board/commission choice: ABC Board**, and secondary board/commission choice: _____.**

CIVIC INVOLVEMENT

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

My civic involvement includes current work with the Community Emergency Reponse Team (CERT), Friends of the Black Mountain Public Library Board, and the Town of Black Mountain Library Maintenance Board. Past roles have included Secretary of the Black Mountain Center for the Arts Board of Directors and as a Community Representative on the Swannanoa Valley Christian Ministry Board. I have experience helping manage public resources, supporting budgets and facility priorities, coordinating with governing and advisory bodies, and communicating clearly with a wide range of stakeholders.

STATEMENT OF INTEREST

Why do you wish to serve (or continue serving) the Town in this capacity as a Board or Commission member? Please use additional sheet if necessary.

I wish to serve on the Black Mountain ABC Board because I care about responsible local governance and meaningful service to the community in which I live. I would bring a deliberate, prepared, and service-oriented approach to the Board's work, with a commitment to responsible oversight and respect for the staff who manage daily operations.

This appointment also represents an opportunity to continue developing through progressively deeper civic service. I hope to contribute steady judgment and practical experience now, while building the knowledge and perspective that may allow me to serve my community in broader civic roles in the future.

Black Mountain benefits when its public boards include members who are prepared, ethical, collaborative, and willing to take their responsibilities seriously. I would be honored to contribute those qualities to the ABC Board.

EXPERIENCE, EDUCATION, CERTIFICATIONS

Please provide any educational, certifications or experience that you could bring to this Board or Commission. ***Please use additional sheet if necessary.***

I hold a Master of Library and Information Science degree and have more than 20 years of experience in county public service.
Certifications include:

- NC Public Librarian Certification (#10943 issued 2018)
- UNC School of Governance Effective Supervisory Management Program (2017)
- Idaho Commission for Libraries Certificate in Ethics and Public Service (2020)
- Western Carolina University Certification in Effective Managerial and Supervisory Communication (2021)
- National Council for Mental Health Wellbeing Mental Health First Aid Certificate (2025)

OTHER INFORMATION

Please provide any other helpful information you'd like to share about your intentions to serve as a Board/Commission member. ***Please use additional sheet if necessary.***

If appointed, I would bring care, preparation, and a strong sense of responsibility to my service on the ABC Board. I understand that the Board's work requires thoughtful oversight, sound judgment, and respect for the staff who manage daily operations. I would take that responsibility seriously by attending meetings consistently, reviewing materials in advance, honoring conflict-of-interest requirements, and working collaboratively with fellow board members, Town leadership, the ABC Store manager, and staff.
I have spent more than twenty years in public service with Buncombe County, and that experience has shaped the way I approach community work. In my current library role, I work closely with residents, Town representatives, nonprofit partners, volunteers, staff, and community organizations to provide public services that are accessible, accountable, and responsive to local needs. My goal would be to bring that same spirit of integrity, collaboration, and practical stewardship to service on the ABC Board for the Town of Black Mountain.

Before signing the application, please read the 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. Any exceptions will be

made on a case-by-case basis. If an appointed member moves out of the town limits during their term, they must immediately inform the staff liaison, or the Town Clerk.

- 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 with 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.

SIGNATURE & ACKNOWLEDGEMENT

By providing your signature, you confirm the information provided is correct and you agree to all information contained within this application. You also agree that by submitting this application it becomes a public record per N.C.G.S. Chapter 132-1.

Melisa Kessler _____ 7/3/2026

Applicant Signature ***Date***

Submitted applications will be kept on file for a period of one (1) year in the Town Clerk's office. Thank you for your interest!

Please return the completed application to the Town Clerk by the following methods:

- Via email: town.clerk@tobm.org
- Drop off at Town Hall, Monday-Friday 8am-5pm, 160 Midland Ave.
- USPS Mail: Attn: Town Clerk, 160 Midland Ave., Black Mountain, NC 28711.

Town of Black Mountain
160 Midland Avenue, Black Mountain, NC 28711
Phone (828) 419-9300 Fax (828) 669-4204
www.townofblackmountain.org

Application revised 05.19.2025