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

Emily
First

Phillips
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

113 Louisa St
Address Line 1

Address Line 2

Black Mtn
City

North Carolina
State

28711
Zip Code

Mailing Address (if different than above)

113 Louisa St
Address Line 1

Address Line 2

Black Mtn
City

State

28711
Zip Code

Primary Email

aerphillips@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

(704) 619-6689

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

Black Mountain Library Board

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.

Friends of the Library, Buncombe County Library Trust Board

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

The Library is an important asset for our community. The quality of the building directly affects how well library services can be accomplished.

Experience, Education, Certifications

Retired certified Christian Educator (PCUSA), lower school Chaplain Trinity Episcopal School, Charlotte,NC(19 years).
I was part of the beginning of First Presbyterian (Clt) preschool and beginning faculty of Trinity Episcopal School. At both I served to help design and create classrooms and learning places as the schools grew and expanded.

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.

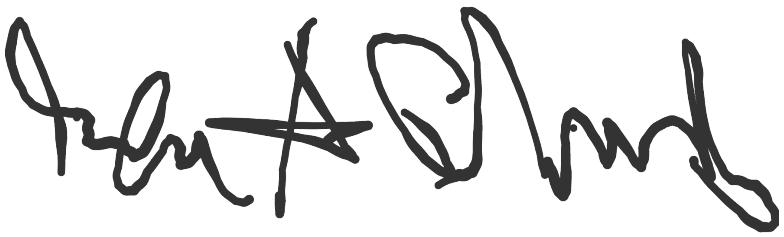
I have worked on the Friends of the Library with both the Black Mountain group and the creation of the Big Friends of Buncombe County Libraries. I serve as Secretary on the board of the Big Friends.

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

Signature

Date

7/10/2025



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.