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Date: May 4, 2009

To: Chair Eugene Matsusaka and Members of the Board

From: Neel Parikh, Executive Director

Subject: Board of Trustee Vacancy

Applications for the Board of Trustees vacancy are due Thursday, May 7. To date we have received 3 applications.

On Friday, May 8, we will send all the applications, the evaluation criteria and the revised roles and responsibilities list to the Interview Committee. We are requesting they return their list of priorities by May 18<sup>th</sup>. Interviews are scheduled for June 2<sup>nd</sup>.

I have been contacted by some people who have expressed interest in the position. It looks hopeful that we will have a very strong pool of applicants this time.

During the Board meeting I will bring you up to date on the process.