

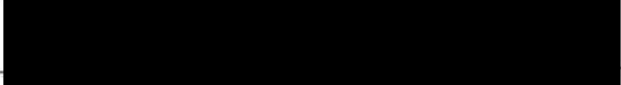


# Town Advisory Board (TAB)/ Citizens Advisory Council (CAC) Application

Name of the TAB/CAC Applying for: Mt. Charleston

TABs and CACs were created to assist the Board of County Commissioners in an advisory capacity with the decision-making process in the governance of the unincorporated towns and areas of Clark County. There are 8 TABs and 6 CACs that are appointed by the County Commission and 5 TABs that are elected. Each TAB or CAC consists of area residents that serve without compensation for two-year terms and attend regularly scheduled public meetings throughout the year.

Full Name: Brenda Talley Phone Number: 

Email Address: 

Home Address: 326 Echo Road, Mt. Charleston, Nevada 89124

Mailing Address: Same

Employer: Retired Occupation: Retired

*Note: This document and accompanying materials become public record once received by Clark County.*

• To be eligible to serve, you must be both a qualified elector (eligible to vote) and a resident of the unincorporated town or area encompassed by the TAB or CAC. Before you continue, please indicate if you meet the eligibility requirements: Yes  No

• Meeting days, times, and frequency vary from one TAB/CAC to another. The schedules are listed here: [https://www.clarkcountynv.gov/government/departments/administrative\\_services/town\\_liaison\\_services/tab\\_cac\\_information.php](https://www.clarkcountynv.gov/government/departments/administrative_services/town_liaison_services/tab_cac_information.php)

If appointed, will you be able to attend meetings on a regular basis? Yes  No

• Have you attended a Planning Commission or County Commission meeting? Yes  No

• Have you attached the REQUIRED resume or letter of interest? Yes  No

Last Revised on 8/2/2022

 Resume

 Letter of Interest

For the following questions, please feel free to attach additional pages as necessary.

Have you attended a TAB or CAC meeting in Clark County? Yes  No

If so, which one and what was your experience?

I have been a member of the board for over 6 years serving as member, Vice Chair, Chair and currently Past Chair. Prior to becoming a board member, I attended the board meetings regularly as a resident.

Please list any boards or committees that you currently serve on:

Protectors of Tule Springs, Consultant Nevada PTA

Why are you interested in becoming a member of your TAB or CAC?

Living in Mt. Charleston is a beautiful place, offers an amazing small rural community lifestyle, yet comes with it's own set of challenges in maintaining the needs of the community as well as meeting needs of all the visitors to the mountain. I believe we have a responsibility not only to residents and visitors but also in protecting the mountain, the National Forest, the wildlife, so this beautiful resource can be enjoyed for many generations to come.

I verify by my signature below that all statements made on this application, as well as attached information, are true and complete to the best of my knowledge. I understand that an electronic signature has the same weight and effect as a handwritten signature. I understand that an incomplete application or any modifications to this application will not be accepted or considered.

Brenda Talley  
Brenda Talley (Nov 16, 2024 09:16 PST)

Nov 16, 2024

Signature

Date

You can submit your application and resume/letter of interest by fax to 702-455-3558, by email to [AdministrativeServices@ClarkCountyNV.gov](mailto:AdministrativeServices@ClarkCountyNV.gov) or by mail to: Clark County Administrative Services  
Attn: Agenda Coordinator  
500 S. Grand Central Pkwy, 6<sup>th</sup> Floor  
Las Vegas, NV 89155

Brenda Talley  
326 Echo Road  
Las Vegas, Nevada  
[REDACTED]

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## PROFESSIONAL EXPERIENCE

### **Executive Director Nevada Senior Olympic Games**

Managing the daily operations and supervision of the office and staff. Coordinating Nevada's National Qualifiers with the National Senior Games. Organizing 21 multi-sport Olympic games, overseeing and reconciling all accounts, preparation of monthly budget and financial reports for board meetings, procuring corporate sponsors for events, contract negotiation for facilities and officials. Developing ongoing local senior health and exercise programs. Developed webpage and online registrations to streamline more efficient reporting and event scheduling. Representing Nevada at the National Senior Games Board meetings.

### **Director College of Southern Nevada Center of Performing Arts:**

Managing daily operations of the Performing Arts Center's facilities. Coordinating the three facility's calendars with CSN academic departments and local groups and entities. Working with local law enforcement, security and Secret Service for federal officials/government entity visits. Scheduling of theatre, contract negotiating, contract settlement and technical meetings. Negotiate loan agreements. Address legal liabilities and safety issues. Reconcile and manage three Performing Arts accounts. Develop Theatre Safety Procedures Manual, House Managers Guide, Rental Guidelines Packet and Promoters Guide. Address legal liabilities and OSHA safety issues.

### **Assistant Director College of Southern Nevada Performing Arts:**

Managing the facilities, loan agreements with clients, scheduling of facilities, equipment set-up, technical staff; developing and maintaining webpage, graphic design of promotional materials, banners and flyers. Coordinating with CCSD Partnership Program for Jason Project and the SchoolFest program with Utah Shakespearean Festival. Hire, schedule and coordinate the part time technician staff, box office staff, concessions, ushers and volunteers. Design season brochures and promotional materials.

### **Other:**

Additionally, have worked various positions—Contract Manager, Marketing Director, Facilities Manager, and Public Relations Coordinator, volunteering with New West Theatre.

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## EDUCATION and TRAINING

Associate of General Studies  
High Honors, Phi Theta Kappa

1989  
Community College of Southern Nevada

CSN Leadership Training: Appreciative Inquiry, Dept. Chair Institute, Conflict Management, Diversity, Leadership, Parliamentary Procedure, Interviewing and Hiring, Handling of Grievances, Effective Meetings, Team Building, Coaching for Supervisors, Evaluating Employee Performance, Alcohol and Drug Testing, Conflict Management

## WORK HISTORY

2012-present	Freelance Artist	Murals, Paint Classes
2012-2015	Executive Director	Nevada Senior Olympics
2002-2012	Director	Performing Arts Center, CSN
1998-2002	Assistant Director	Performing Arts Center, CSN
1995-2022	Theatrical Light Designer Scenic Artist, technician Electrician, Special Effects	Various shows and companies Las Vegas, Reno, Atlanta, California and Italy
1992-1995	Substitute Teacher	Clark County School District

## COMMUNITY SERVICE

2019-present	Chair/Board Member	Mt. Charleston Town Board
2010 – present	Metro Police Volunteer	Las Vegas Metro Police Dept.
1999-2001	Board of Managers/Vice Chair Council of States	National Parent Teacher Association
1992--2017	President/Executive Board/ Board of Managers/Consultant	Nevada Parent Teacher Association
1999-2008	1st Vice President/Board Member	Tule Springs Preservation Committee
1990-1993	Board of Trustees	Brinley Community School

## COMMITTEES

**CLARK COUNTY SCHOOL DISTRICT:** Strategic Plan 2000, Year-Round School Study Committee, Attendance Zone Advisory Council, Library Review, Text Book Review, and several Zoning Task Forces.

**NSHE COMMITTEE:** Chair Campus Environment Committee (CSN Cheyenne Campus)

**CSN COMMITTEES:** VP Nevada Faculty Alliance-CSN Chapter, Center for Academic and Professional Excellence, Chair Administrative Faculty Assembly, Chair Honors Committee, Salary and Benefits, Chair various search committees

**NEVADA PTA:** Education Commission, Health and Welfare Commission, Legislative Commission, Parent Involvement committee, Reflections Art Committee, Bylaws Committee, Academic Standards Committee,

**NEVADA DEPARTMENT OF EDUCATION:** Anti-Bullying Committee

**WORKSHOP PRESENTER:** Effective Meetings, Parliamentary Procedure, Bylaws, Team Building, Strategic Planning, Conflict Management, Appreciative inquiry, Teaching Tolerance, Legislative Resolutions

**AWARDS:** CCSD-Parent Hall of Fame District C, Community Partnership Meritorious Service Award

CSN: President's Professional Employee of the Year, Administrative Faculty of the Year

Nevada Community College Conference: Presidential Award for Administrative Excellence

National Conference of Community Colleges: NISOD Excellence Award

Southern Poverty Law Center: Rosa Parks Wall of Tolerance Award

Brenda Talley  
326 Echo Road  
Mt. Charleston, NV. 89124

November 14, 2024

Dear Commissioner:

I would like to express my desire to continue as a member of the Mt. Charleston Town Advisory Board. I have served this past term as the Past Chair. I have enjoyed my service in this capacity and feel I have been an asset to the Board and the community.

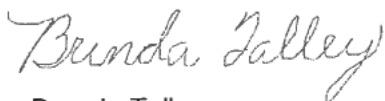
Besides serving on the Mt. Charleston Town Advisory Board, I have served on many National and State boards and committees as well as several local boards in various leadership capacities, including Executive Director, President, Chair and Vice Chair.

I have an extensive administrative background with excellent leadership and organizational skills. I am very computer literate and am well versed in accounting, preparing and reconciling budgets. This has been very helpful when determining the Mt. Charleston License Plate Grant disbursements for the various applicants. Additionally, I have presented both nationally and at state conferences in the areas of Conflict Management, Team Building, Parliamentary Procedure, and Appreciative Inquiry. Having been trained in these various areas, make me extremely aware of the complexities of all board members, how to avoid any conflict and understand how to meet all board members needs to facilitate making the best decisions for our community. I was a registered parliamentarian for many years and have served in that capacity for many organizations.

I am a fourth generation Las Vegan whose Great Grandmother, Rose Warren, came to the area in a covered wagon prior to the founding of the city in 1905. My roots are deeply imbedded in Las Vegas and especially Mt. Charleston. This mountain has been a favorite recreation area of my family for as long as I can remember. I am blessed to be a fulltime mountain resident for the past 14 years. Beyond serving on this Advisory Board, I also have been a longstanding member of the Mt. Charleston area Metro Volunteer Police.

I would love to continue to serve on the Mt. Charleston Town Advisory Board and assist in providing the community in our efforts to protect the rural mountain lifestyle we enjoy, as well as, protecting the natural resources of this beautiful mountain environment.

Thank you for your consideration,



Brenda Talley