

Board of Library Trustees

Application Form

Profile

Melanie

First Name

Renfroe

Last Name

Middle
Initial[REDACTED]
Email Address[REDACTED]
Home Address

Suite or Apt

Burbank

City

CA

State

91501

Postal Code

[REDACTED]
Primary Phone

Alternate Phone

StarLizard Productions

Employer

Director

Job Title

Film/TV

Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

16

Burbank Registered Voter? Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

Serving on the Board of Library Trustees for the past eight years has been a real honor. It has reinforced the idea that communities work best when people take part in them. I grew up in a small town in Georgia where the library was a place that felt open to all. It gave me access to ideas and perspectives that helped to shape how I saw the world, and to build a sense of curiosity that I still carry today. When I first moved to Burbank, the library was an invaluable resource as I was starting over and finding my footing. It was a place where I felt safe and supported. The people there were helpful, kind, and welcoming. I've never forgotten that experience and it helped to shape how much I value what a library can offer it's community. I want to help ensure our libraries continue to be accessible, welcoming, and useful spaces for the entire community. Serving in this role has given me the chance to contribute in a meaningful, practical way, and to support something that I know firsthand can make a real difference in people's lives.

Education

BA in Film Studies - University of Georgia

Additional Pertinent Courses or Training

Other Pertinent Skills, Experience or Interests

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

Almost complete two 4 year terms on the Board of Library Trustees board. One year serving as Board Chair.

List Community activities in which you are involved:

I've been a volunteer through the Burbank Volunteer Program. I'm an active member of the Joaquin Miller Elementary PTA, and the current chair of their Legislation and Advocacy board.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

Yes No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

AB 1234 Training

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Board of Library Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

It has been a privilege to serve as a Library Trustee for the past eight years. I first got involved as a volunteer at the Central Branch, and was excited to step into a larger role as a board member and advocate for the Burbank libraries. My background in film and television has given me a practical way to contribute, especially with the opening of the Spark Lab. I was able to consult on programming and equipment, and help bring in industry professionals to take part in library focus groups and community programming. During my time on the board, I have also focused on expanding services to better meet the needs of our community. That has included supporting the addition of a full-time social worker and increasing access to job and career resources. I have also been a strong advocate for the bookmobile, as well as a new modern Central library. I think it's so important that our library system continues to evolve alongside the community it serves.

What are your goals in serving on this Board/Commission/Committee?

My goals in serving on this Board are to continue working with my fellow board members on our shared advocacy for a new Central library, an effort I have been part of since my appointment. At the same time, I want to continue supporting and advocating for our existing branches to ensure they are meeting the needs of our community as effectively as possible while we plan for the future. I also hope to remain a strong liaison within the community during this next phase of the library system, helping to maintain that connection between the libraries and the people they serve.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

N/A

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

What are your goals in serving on this Board/Commission/Committee?

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Please Read

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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree

Melanie Renfroe

LanieRenfroe@gmail.com

818.720.2114

DIRECTOR

THE COUNTDOWN (2023) **Pilot** – (premiered at Nashville Film Festival, Multiple Festivals Awards Winner)

THE TENT (2019) **Short Film**

OUTSIDE THE BOX (2019) **Short Film**

SUNDOWN (2019) **Short Film**

LOST IN LA LA LAND (2018) **Short Film**

FORWARD THINKING (2018) **Short Film**

- Shadowed Creator/Director Justin Spitzer on TV Series **SUPERSTORE** - Universal/NBC (2020)

- Shadowed Director Mark Mylod on 100th Ep of TV Series **SHAMELESS** - WB/Showtime (2018)

*CASTING DIRECTOR (as Melanie Burgess, CSA)

AMERICAN WOMAN (2016-2017) **TV Series** - Paramount/Warner Horizon/John Wells Productions

*Directors – Alex Hardcastle, Iain MacDonald, Mary Lou Belli, Alethea Jones

ANIMAL KINGDOM (2015-2017) **TV Series** - TNT/Warner Horizon/John Wells Productions

*Directors – Chris Chulack, Larry Tang, Laura Innes, Emmy Rossum, Jimmy Muro, John Wells

SHAMELESS (2010-2017) **TV Series** - Showtime/WB/John Wells Productions

*Directors – Mark Mylod, David Nutter, Pete Segal, Mimi Leder, William H. Macy, Emmy Rossum, Anthony Hemingway, James Ponsoldt

STUDIO CITY (2015) **Pilot** - FOX/WB/John Wells Productions

Director – Sanaa Hamri

TIN MAN (2014) **Pilot** - NBC/Universal/Bobker-Kruger Films/John Glenn Entertainment

Director - D.J. Caruso

SOUTHLAND (2009-2013) **TV Series** – NBC/TNT/WB/John Wells Productions

*Directors – Chris Chulack, Nelson McCormick, Stephen Cragg, Felix Alcala, Regina King

CAVEMEN (2013) **Feature Film** – Fascination Films

Writer/Director – Hershel Faber

THE ADVOCATES (2013) **Pilot** – CBS/WB

Director – David Nutter

BAD GIRLS (2012) **Pilot** – NBC/WB/John Wells Productions

Director – John Dahl

PRODIGY BULLY (2012) **Pilot** – FOX/WB/John Wells Productions

Director – Pete Segal

TORCHWOOD: MIRACLE DAY (2011) **TV Series** – Starz/BBC

Creator/Writer – Russell T. Davies

RECONSTRUCTION (2011) **Pilot** – NBC/Universal

Director – Peter Horton

*select list

(References avail upon request)

Application Form

Profile

Lisa _____ Dyson _____
First Name Middle Initial Last Name

Email Address

Home Address Suite or Apt

Burbank _____ CA _____ 91505 _____
City State Postal Code

Primary Phone Alternate Phone

Burbank Unified School District _____ Library Coordinator _____ Librarian _____
Employer Job Title Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

23

Burbank Registered Voter?

Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

My name is Lisa Dyson. I'm a Burbank homeowner and 23 year resident of Burbank. My daughter went to Bret Harte, Luther, and graduated from JBHS. I'm very interested in serving on the Library Board for the following reasons. I've come to recognize that the library as a building and as a sanctuary of learning has been a part of my life since I was a child. I grew up in a suburb of Philadelphia and volunteered for our town's library which had been established in 1755, prior to our country's Revolutionary War. It has since been modernized but during my early years it was steeped in history and had that smell one recognizes attached to history and old books. An avid reader since my childhood I believe public libraries are one of the most important gifts we can provide to our communities. I'm interested in serving on this Board because I've enjoyed the benefits our BPLs have provided for myself and my family. We've learned many things recently and libraries have been in the thick of this learning. Understanding that all children should feel welcome and represented when they walk into a library space, that any and all community members should feel welcome and safe is the basic principle of our free library system and should remain so. I would be honored to serve on the library board to help sustain its viability now and in the future.

Education

I'm a professional actor and teaching artist. So, my educational experience reflects that career. I attended the American Academy of Dramatic Arts. I don't have a resume for my BUSD job. I have a professional acting resume however I don't think that's what you're looking for right now. If you'd still like it I can upload it anytime.

Additional Pertinent Courses or Training

We don't have funding to send library coordinators at BUSD to conventions or seminars so any additional subscriptions or webinars I've taken on my own. I keep up to date on books, both non-fiction and fiction, with Kirkus Reviews, Junior Library Guild subscriptions, webinars with authors, local book festivals, and author visits. We have several successful authors who live here in Burbank who are always very generous with their time. I've been on PTA, PTSA Boards throughout my BUSD life. I'm currently on Site Council here at Dolores Huerta MS. I was very active in Burbank Arts for All receiving the Champion of the Arts Award. I was on the BUSD DEI Committee. Diversity, Equity and Inclusion is something I strive for on a daily basis both at my site library and in daily life.

Other Pertinent Skills, Experience or Interests

As an actor, director and storyteller I've shared my talents with our community by being the Artistic/Creative Director of BYSTI (Burbank Youth Summer Theatre Institute) where kids 8-16 performed Shakespeare in the Park. Recently I've been working as a teaching artist for our after school drama program at Dolores Huerta. The students performed "A Midsummer Night's Dream" at The Colony Theatre this past April. I also take those skills into our 7th grade and ELD classrooms to teach reader's theatre and Shakespeare.

[Upload a Resume](#)

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

I have never served on a City Board, Commission, or Committee.

List Community activities in which you are involved:

Burbank Arts for All, PTAs and PTSAs at Bret Harte, Luther Middle School, and JBHS. I was also on Burbank PTA Council where I was Reflections Chair. Once upon a time, when this position existed, I was the District Art Chair - coordinating and reporting on the arts activities happening at all of our school sites. I was honored with the Champion of the Arts Award from Burbank Arts for All. I was Creative/Artistic Director of the Burbank Youth Summer Theatre Institute (BYSTI) a summer Shakespeare Camp for 8-16 year old Burbank kids. We performed at Woodbury, Starlight Bowl and First Methodist Church. Once upon a time I was a member of Rob Bowers and The Rock Salt Company where for 10 years we performed for Kids on Stage at The Starlight Bowl. Summer campers would come up for music education shows. I was on the GATE committee at Luther MS. And put together theatre programs for elementary students pull-out GATE Days.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A.

Conflict of Interest

Conflict of Interest:

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Yes No

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Library Board

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

I have been a Library Coordinator for the Burbank Unified School District for the past 14 years. For my first 2 years I worked at Bret Harte and Edison Elementary. For the past 12 years I have been the Library Coordinator at Dolores Huerta Middle School. I am proud that the library at DHMS is a place where all students feel welcome, where even those who declare they "hate to read" can find books that interest them. My job is to prepare them to wish to be life-long readers, to have them view libraries as windows into other worlds both familiar and new. Because of my job I understand all aspects of working in a library. From curating, cataloguing, checking out, re-shelving to listening and suggesting materials patrons might enjoy. During our Covid lockdown, while our BPL libraries were closed I held a safe, sanitized and masked curbside pick-up & delivery of books for our students who were grateful to get books to read. And before I started working for BUSD as a library coordinator I volunteered with BPL as a deliverer of books to those who couldn't get to our libraries. Every patron I delivered books/materials to was very grateful BPL provided this service. I'm still an avid reader, mostly now of middle grade and young adult books because of my occupation, however I do still find time to read grown-up books as well. As a professional actor and teaching artist I also love the chance to tease a first chapter of books to my English classes, showing by example how expressive reading can be. Sadly not every kid grows up knowing what its like to be read to with expression or how your mind can visualize words. Technology leaves nothing to the imagination anymore so I find storytelling even more important these days. As library coordinators we also partner with the librarians of our BPL, we share suggestions, sometimes we get free books (a special treat since all of us work with little or no money to curate our collections), and we promote activities and clubs sponsored by our city libraries. The partnership of student ids working as library cards for our school sites and our public libraries has been a terrific idea. When I travel I try to visit local public libraries to see if there are any new ideas I can borrow (see what I did there). And I've shared what I've seen with our BPL staff members.

What are your goals in serving on this Board/Commission/Committee?

I'm very interested in serving on the Library Board for the following reasons. As I've stated above, I've come to recognize that the library, as a building and as a sanctuary of learning, has been a part of my life since I was a child. I wish to help support and encourage that for all of our families as we continue to update our own public libraries to keep them relevant and accessible. I'd like to bring to the table my experience at our BUSD sites, the pulse on what our students are looking for from our public libraries and how we can best adhere to their needs and wishes. Because of my love for reading and libraries I feel this Board would be the best match for my abilities.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

What are your goals in serving on this Board/Commission/Committee?

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Please Read

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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree

Application Form**Profile**

Robin

First Name

Savoian

Last Name

Middle
Initial[REDACTED]
Email Address[REDACTED]
Home Address

Suite or Apt

Burbank

City

CA

State

91504

Postal Code

[REDACTED]
Primary Phone

Alternate Phone

Caltech

Employer

Associate Director of
Leadership Annual Giving

Job Title

Associate Director,
Fundraising

Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Community Development Block Grant Committee: Submitted

Length of time as a Burbank Resident:

18 years

Burbank Registered Voter? Yes No**Interests & Experiences**

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

I have served three terms on the Community Development Goals Committee, including multiple appointments as both Chair and Vice Chair during my twelve-year tenure. I am now eager to expand my service to the City of Burbank in a new capacity. I hope to offer direction and guidance to the Burbank City Council as it continues to engage the community and provide exceptional resources to Burbank's diverse population, particularly in the evolving landscape following the COVID-19 pandemic. I am especially interested in contributing at this time as the Central Library undergoes facility upgrades.

Education

I hold a Bachelor of Science degree from the University of California, Davis and over the past 25 years, I have built extensive experience working in nonprofit organizations, cultural institutions, and higher education, with a strong focus on budget management, program development, and community engagement. I have served on numerous boards and committees, including advisory boards, where I have developed expertise in presenting findings that inform recommendations to organization staff, governing boards and elected officials.

Additional Pertinent Courses or Training

In the past two years, I earned certifications from the University at Buffalo, State University of New York, in Nonprofit Leadership and Governance, as well as in the Roles and Responsibilities of Nonprofit Boards of Directors, further strengthening my ability to contribute effectively in a leadership and advisory capacity. Additionally, I completed The Principles and Techniques of Fundraising and Developing Major Gifts courses through the Indiana University Lilly Family School of Philanthropy.

Other Pertinent Skills, Experience or Interests

I worked with the Community Development Department back in 2022 when City Council directed staff to issue an RFP to find a new tenant for the old Boys and Girls Club located at 2244 N. Buena Vista. I thoroughly enjoy the opportunity to invest my time and talents in the community's development and Block Grant allocation recommendations but possess other skills that could be better utilized by other Boards and Commissions.

[Upload a Resume](#)

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

I have served three consecutive four-year terms on the Community Development Goals Committee (2014–present), totaling twelve years of service. During that time, I have held multiple leadership roles, including Committee Chair in 2017, Vice Chair in 2020, Chair again in 2021, and most recently Chair in 2023 and 2024.

List Community activities in which you are involved:

I have been actively involved in a wide range of community groups and programs throughout Burbank since becoming a resident in 2008. I have worked as a substitute teacher for K-12 schools within the Burbank Unified School District during the 2016-2017 and 2022-2023 school years, including long-term assignments at Miller, Roosevelt, and Bret Harte Elementary Schools. I am also a member and active participant in the Parent-Teacher Association within the district as well as a longtime member of the Friends of the Burbank Library. My family and I regularly participate in Burbank Library programming, including evening classes, the annual Summer Reading Program, and other in-branch activities across all three library locations. In addition, my family and I take pottery and art courses and attend gallery exhibitions at the Betsy Lueke Creative Arts Center, and participate in classes offered through Burbank Parks and Recreation, including Summer Daze and programs at the Stough Canyon Nature Center. We also frequently attend music and performing arts programs at John Burroughs High School and Burbank High School. Throughout the year, with family and friends, I attend seasonal community events such as the McCambridge Park Egg Hunt, the Christmas tree lighting at City Hall, and special events at McCambridge Park and Verdugo Pool. We are all especially excited to see the return of programming at the Starlight Bowl this year.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

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Yes No

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Board of Library Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

I have a strong interest in library science and have led and participated in several book clubs, including several offered by the Burbank Public Library. I view the Burbank Library system as an invaluable community resource, and my family and I regularly take part in programs and activities at all three library locations across the city. After passing the California Basic Educational Skills Test (CBEST) and spending two years substitute teaching K-12 in the Burbank Unified School District, I developed a deeper appreciation for the vital role libraries play in supporting education and community engagement. I am an active member of the Friends of the Burbank Library as well as the American Library Association, and I attended the Association's annual conference in Seattle, Washington, in 2019.

What are your goals in serving on this Board/Commission/Committee?

Public libraries are dynamic, socially responsive institutions that reflect the diversity of our communities and serve as a vital lifeline for many of our most vulnerable residents. With over a decade of city service on a Burbank Committee, my goal in serving on the Board of Library Trustees is to collaborate with fellow board members to help establish policies that support the maintenance and continued improvement of Burbank's public libraries, ensuring they remain an exceptional resource for all members of the community.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Community Development Block Grant Committee

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

I have greatly appreciated the opportunity to serve the City of Burbank for three full terms on the Community Development Goals Committee, where I have worked collaboratively with fellow community members to make recommendations on the allocation of federal Community Development Block Grant funds. Over the past twelve years, I have gained a deeper understanding of the important role city boards and commissions play in supporting effective local governance and community needs. I hope to continue my service to the Burbank community by offering my expertise to the Community Development Block Grant Committee should an appointment to the Board of Library Trustees not be possible at this time.

What are your goals in serving on this Board/Commission/Committee?

My goal in serving on the Community Development Goals Committee is to continue supporting the Burbank City Council and the broader Burbank community through thoughtful service and collaboration.

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Please Read

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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree

Robin Savoian
Burbank, CA



Professional Summary:

Strategic fundraising professional with expertise in board leadership and governance, cultivating donor relationships and growing revenue generating programs through innovative engagement strategies. Proven ability to lead teams and collaborate with stakeholders to increase engagement, achieve fundraising goals, and advance organizational missions. Seeking to contribute as a member of the Board of Library Trustees by applying experience with strategic development and knowledge of Burbank City policies and programs, to drive impactful results.

Work History:

Caltech – Pasadena, CA

Associate Director of Leadership Annual Giving, June 2023 – Present

- Qualify, cultivate, and acquire mid- to major-level gifts to bridge annual fund donors with larger gift opportunities and motivations.
- Develop strategy and solicitation cycles for donors to the Caltech Fund Catalyst leadership annual giving society and provide personal engagement and a year-round experience.
- Evolve and grow society-based giving strategies, including conceiving additional recognition programs, stewardship opportunities, committees, events, and levels.
- Works with Caltech Fund's integrated marketing team to create multichannel communication touchpoints, making use of new technologies to enhance the donor experience, including email, text, web, and social media platforms.
- Closely collaborate with colleagues and campus partners to cultivate and capitalize on gift opportunities and donor engagement.

Burbank Unified School District – Burbank, CA

Substitute Teacher, August 2022 – May 2023

- 45-day assignment (September – December 2022) in Transitional Kindergarten at Joaquin Miller Elementary School. Certificated educator required to assist first year teacher.
- Adhere to all procedures, guidelines, and policies in line with recommended teaching procedure at K-12 school sites in the district.

Greater Los Angeles Zoo Association - Los Angeles, CA

Associate Director of Development, Annual Fund, January 2017 – August 2022

- Responsible for acquiring a significant portion of GLAZA's annual budget by managing all facets of the Safari Society (\$1,500 - \$30,000) upper level, individual giving program.
- Advanced the Los Angeles Zoo's and GLAZA's interests by identifying sources of private support, and by maintaining strong communication ties with donors and prospects.
- Instituted an upgrade and donor retention campaign, increasing participation and annual revenue to the upper level giving program to record amounts in 2022, exceeding projections by over 10%.
- Create exclusive events for donors and prospects, including three seasons of the acclaimed *L.A. ZOOM to You* web series during the 2020 pandemic.
- Establish and strengthen long-term relationships with donors resulting in a strong major gifts pipeline.
- Identified and solicited multiple Safari Society donors for major gifts, culminating in the creation of a conservation endowment, and several capital improvement projects, outlined in the Los Angeles Zoo's Vision Plan.

Burbank Unified School District – Burbank, CA

Substitute Teacher, August 2016 – January 2017

- Long term position (October-December 2016) in Physical Education for 3rd, 4th, and 5th grade students attending Bret Harte Elementary and Theodore Roosevelt Elementary Schools.
- Direct student learning and engagement by accomplishing curriculum objectives and goals as implied in the lesson plans for projects, lessons, or units assigned in K- 12 setting.

Natural History Museum of Los Angeles County - Los Angeles, CA
Special Event Assistant, March 2016 – August 2016

- Coordination of vendor load-in and load-out for internal fundraising events and third-party events, ensuring that all setups are completed as listed in the approved work order.
- Monitoring of volunteers and vendors to ensure adherence to Museum policies and procedures.
- Monitor status of all facilities throughout event and work with internal staff to correct any lighting, audio/visual, cleanliness issues or any aesthetic deficiencies, noting for follow-up.

Wally Parks NHRA Motorsports Museum - Pomona, CA
Development Officer, April 2014 – April 2015

- Acting as sole development officer of the institution, designed and implemented a professional fundraising program, including membership, annual fund, major gifts, and foundation grants.
- Worked closely with the Executive Director and stakeholders at the National Hot Rod Association to meet the goals outlined in the Strategic Plan.
- Advanced the Museum's interests by identifying sources of corporate and private support.
- Streamlined visitor services, including redesign of the visitor experience and collaboration with exhibits and facilities staff to increase marketing efforts and onsite wayfinding.
- Overhaul of third-party rental policies to parallel market rates and best practices, while ensuring customer satisfaction and optimizing revenue for the institution.

Natural History Museum of Los Angeles County - Los Angeles, CA
Manager, The Fellows, September 2009 – March 2014

- Development, implementation, and management of all aspects of the Fellows membership, upper level annual-giving program.
- Delivery of benefits to the 285+ members contributing between \$2,000 and \$25,000 annually.
- Increased annual revenue by 22%, and number of donor households by 20% in four years.
- Marketing, design and coordination for all upper-level membership events, maximizing renewals and upgrades, and cultivating new donors.
- Worked in collaboration with a team of Advancement fundraisers to develop cultivation, solicitation, and stewardship strategies for individual donors.
- Oversight of the Alliance and NHM Next Generation Committee volunteer solicitor groups.

Manager, Family and Community Programs, September 2005 – September 2009

- Planning and management of project logistics, budgets, personnel, schedules, and priorities for all revenue generating, educational programs including Adventures in Nature summer and winter camp, the Overnight Adventures sleepover program, workshops, lectures, and fieldtrips.
- Event management, scheduling and organization for large-scale public festivals and programs.
- Generated marketing materials associated with revenue generating programs. Key educational contributor for the *Naturalist* membership publication.
- Education Department representative on Museum's Strategic Planning Committee and Museum ambassador at conferences, on community boards, and at other professional gatherings.
- Direct supervision of a full time Assistant Coordinator along with seasonal camp instructors, special event staff, and the *Dinosaur Encounters* performing arts team. Assisted with training and supervision of volunteers and docents.

Family Programs Assistant Coordinator, June 2004 – September 2005

- Coordinated the billing, program logistics and oversight of staffing for the sleepover program and assisted with the administration and operations of the Adventures in Nature camp program.
- Designed and implemented semiannual Family Overnights geared toward members. Regular communication with program registrants and fielding of inquiries from potential participants.

Gallery Interpreter, September 2002 – June 2004

- Led tours, conducted live animal presentations, and instructed hands-on Adventures in Nature summer and winter camp courses.
- Design, recruitment and database management of participant schools for Afterschool Program.

Walt Disney World - Lake Buena Vista, FL

Advanced Intern – Entomology / Plant Science - December 2001 - June 2002

- Leafminer fly and *Opius* wasp rearing as biological control agents for dispersal throughout the Walt Disney World Park system.
- Development and maintenance of mole cricket, ant, and termite farms for the interactive agricultural biotechnology exhibit.
- Co-managed production greenhouse and led educational, behind-the-scenes tours.
- Completion of *Disney U* and *Traditions* programs for excellence in customer service.

City of Los Angeles - Los Angeles Zoo and Botanical Gardens - Los Angeles, CA

Student & Behavioral Enrichment Volunteer / Camp Instructor - February 1993 - June 1999

- Conducted tours and assisted in educational workshops for members and the public.
- Renovated and co-designed exhibits and produced enrichment items for various animals.
- Paid Zoo Camp Counselor-in-Training, Counselor, and Instructor during summer months, developing science-based learning activities aimed at 1st through 6th grade students.

Education:

University of California, Davis

Bachelor of Science Degree: Entomology - September 2001

Certifications and Specializations:

American Red Cross

- Adult CPR/AED, Pediatric CPR and First Aid certification – March 2026

Lilly Family School of Philanthropy - Indiana University Indianapolis

The Fund Raising School: Certificate in Fund Raising Management – in process

- Developing Major Gifts - Washington, D.C. - June 2025
- Principles & Techniques of Fundraising – Austin, TX – April 2026

University of Buffalo – State University of New York

Improving Leadership & Governance in Nonprofit Organizations Specialization – in process

- Introduction to the Nonprofit Sector, Nonprofit Organizations, Nonprofit Leadership & Governance – February 2025
- The Roles and Responsibilities of Nonprofit Boards of Directors within the Governance Process – January 2026

Boards, Committees, and Community Engagement:

Caltech Women's Club – July 2023 – Present

- Board Officer
 - Chair, Membership - July 2025 – Present
- Caltech Women's Investment Club
 - Partner – January 2024 - Present
 - Assistant Financial Partner – July 2025 – Present

Community Development Goals Committee - City of Burbank, CA - May 2014 – Present

- Committee Member; Appointed by Burbank City Council
 - Term 3: July 2022 – July 2026; Committee Chair – 2023, 2024
 - Term 2: July 2018 – July 2022; Committee Chair – 2021; Committee Vice Chair - 2020
 - Term 1: May 2014 – July 2018; Committee Chair – 2017

American Youth Soccer Organization (AYSO) – August 2022 - Present

- Certified Regional Referee / Assistant Referee for U10/U12 regular season games
 - 5 games-2022; 3 games-2024; 4 games 2025
- Annual certifications for: AYSO Safe Haven, CDC Concussion Awareness, Sudden Cardiac Arrest Identification, and Stewards of the Game

Centers for Ocean Science Education Excellence (COSEE) West - September 2007 – June 2013

- Advisory Board Member

Museum Education Roundtable - August 2009 – August 2012

- Board Member
- Chair, Finance Committee - 2011-2012
- Co-Chair, Marketing and Membership Committee - 2010-2011

Education Consortium of Central Los Angeles – September 2005 – September 2009

- Board Member
- Vice President of Membership - 2008-2009

Professional Memberships, Conferences, Speaking Engagements and Awards:

American Alliance of Museums - Member: April 2006 – April 2016

- Annual Meeting Attendee
 - 2010 Annual Conference – Los Angeles, CA
 - 2009 Annual Conference – Philadelphia, PA
 - 2008 Annual Conference – Denver, CO
 - 2007 Annual Conference – Chicago, IL
 - 2006 Annual Conference – Boston, MA

American Library Association - Member: December 2018 – December 2019

- Annual Meeting Attendee
 - 2019 Midwinter Meeting – Seattle, WA

Association of Zoos and Aquariums - Member: January 2017 – December 2022

- Annual Conference Attendee
 - 2020 Annual Conference - Virtual due to Covid-19 pandemic.
 - 2017 Annual Conference – Indianapolis, IN
- Panelist: *What is the New Normal in Events? – Donor Stewardship During Covid*
 - 2021 Annual Conference - Virtual due to Covid-19 pandemic.

Bridge Integrated Marketing and Fundraising Conference

- Annual Meeting Attendee
 - 2013 Annual Conference – National Harbor, MD

California Association of Museums - Member: June 2008 – December 2013

- Moderator: *Staying True: Creating Mission-Driven Youth Programming that Addresses the Bottom Line*
 - 2009 Annual Conference – San Francisco, CA

California Science Teachers Association - Member: October 2005 – October 2011

- Presenter: *Natural History and Husbandry of Insects, Arachnids and Myriapods*
 - 2009 Science Education Conference – Palm Springs, CA
 - 2007 Science Education Conference – Long Beach, CA
 - 2005 Science Education Conference – Palm Springs, CA

The Council for Advancement and Support of Education (CASE) - Member: July 2023 – Present

- Circle of Excellence
 - 2025 Silver Award for Excellence in Special Events Online (One-time)
 - The Caltech Fund's 2024 Giving Day Turtle Pond Event*
- Speaker: *Leading Every Day: Building a Leadership Annual Giving Program that Matters*
 - 2025 District VII (West) Conference - San Francisco, CA
- Annual Conference Attendee
 - 2024 District V & VI (Great Lakes and Mid-America) Conference – Chicago, IL

Meeting of the Minds West Coast Annual Giving and Advancement Services Conference

- Speaker: *Leadership Annual Giving: From Arts and Culture to Higher Education Fundraising*
21st Anniversary Conference – February 2024 – Cal Poly, Pomona, CA
- Speaker: *Mid-Level Donor Migration*
Speaker: *Women in Advancement Leadership*
16th Annual Conference – March 2022 – Cal Poly, Pomona, CA
- Speaker: *The LA ZOOM Story & Other Online Engagement and Prospecting Strategies*
15th Annual Conference – March 2021 – Virtual due to Covid-19 pandemic.
- Speaker: *What's Working Elsewhere? Fundraising Success Stories from Outside Education*
14th Annual Conference – March 2020 – Virtual due to Covid-19 pandemic.

Museum Educators of Southern California - Member: May 2005 – May 2010

Western Museums Association

- Annual Meeting Attendee
2008 Annual Meeting – Anchorage, AK

Application Form

Profile

Celia _____ D _____ Carey Needum _____
First Name Middle Initial Last Name

Email Address

Home Address Suite or Apt

Burbank _____ CA _____ 91505 _____
City State Postal Code

Primary Phone Alternate Phone

Springboard Collaborative _____ Program Director _____ Educator _____
Employer Job Title Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

5 years

Burbank Registered Voter?

Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

As a Burbank resident raising my son here, I am deeply committed to ensuring our city remains a vibrant and supportive place for all families. My recent experience in the Burbank RISE program gave me an eye-opening look at the intricate layers that make our city breathe, from city planning to community services. I want to move beyond being a resident and become an active participant in our city's future, using my professional expertise in educational leadership to serve our local institutions.

Education

M.Ed. in Educational Leadership, Dallas Baptist University B.A. in Psychology (Minor in Secondary Education), Hampton University

Additional Pertinent Courses or Training

Burbank RISE Program Graduate (Class of 2026) Black Literacy Matters Conference (March 2026) National Urban League Annual Conference (2025) Lead by Learning (2023) CPR Certified

Other Pertinent Skills, Experience or Interests

I have over 15 years of experience in developing culturally relevant programs and curricula. I am a natural facilitator skilled in data-centered strategy and managing complex program operations to meet student growth targets. Additionally, through my work with Maroon Arts & Culture, I have extensive experience in community outreach and building partnerships with city leadership and diverse stakeholders.

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

Maroon Arts & Culture Juneteenth Jubilee Committee Proud graduate of the 2026 Burbank RISE leadership program

List Community activities in which you are involved:

Burbank RISE Program: Engaged in 8 weeks of intensive civic exploration and leadership training. Maroon Arts & Culture: Co-founder and Director of Programs, leading community outreach and local partnerships, including the annual Juneteenth Jubilee in Burbank, CicLAvia, and the Teen Play Festival. Volunteer Work: Volunteered at the BASE Adaptive Sports Expo at McCambridge Park, supporting differently abled neighbors.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

Yes No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

N/A

AB 1234 Training

Some Boards, Commissions, and Committees may receive City reimbursement for attending trainings or conferences. Therefore, under State Law, all members of the Board of Library Trustees, Burbank Water and Power Board, Infrastructure Oversight Board, Planning Commission, and Police Commission must receive at least two hours of ethics training, as prescribed by the Fair Political Practices Commission, within one year of appointment and once every two years thereafter.

First Choice

FIRST choice for Board/Commission/Committee appointment:

Board of Library Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

My entire career has been dedicated to closing the literacy gap and amplifying marginalized voices. As a Program Director for a literacy-focused organization, I lead the implementation of educational programs and oversee large-scale program operations. My experience includes: Developing culturally relevant virtual book clubs and curricula for students of color. Building and maintaining relationships with school and community stakeholders to ensure successful program rollouts. Using data-driven decisions to improve stakeholder experiences and program reach. Promoting DEI (Diversity, Equity, and Inclusion) by engaging families from marginalized communities to enhance educational impact.

What are your goals in serving on this Board/Commission/Committee?

My primary goal is to leverage the library as a central hub for community literacy and engagement. I hope to: Support the development of inclusive, culturally relevant programming that reflects the diverse spirit of our neighborhoods. Strengthen partnerships between the library, local schools, and community organizations to expand literacy access. Utilize my background in data analysis to help the board assess and optimize library service delivery for all residents. Ensure our libraries remain supportive, "vibrant" spaces where every resident feels they belong.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

What are your goals in serving on this Board/Commission/Committee?

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Please Read

1. All information submitted is a public record and will be posted on the City's website.
2. All Board, Commission, and Committee members serve without compensation from the City.
3. No person shall serve at the same time on more than one Board, Commission or Committee.
4. Applicants must be residents of the City of Burbank.
5. Any person appointed to fill a vacancy shall hold office for the remainder of the unexpired term and must complete the term before applying to serve on another board, commission, or committee.
6. Any person appointed to a Board, Commission, or Committee shall remain in compliance with the City's **Attendance Policy**:
 - o In the event a member of a board, commission, or committee is absent for three (3) regularly scheduled meetings of the board, commission, or committee to which they have been appointed during the 12-month period, the attendance record of such member shall be reviewed by the board, commission, or committee to which the member was appointed. Should the Council excuse the member's three absences, and the member misses a fourth meeting, the City Clerk may proceed with the member's automatic removal by City staff. (See BMC Section 2-1-403, 2-1-405, 2-1-406, 2-1-407)

I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree

CELIA CAREY NEEDUM

Los Angeles - [REDACTED] - [REDACTED] - [REDACTED]

Senior Program Director with an M.Ed. and over 15 years of dynamic leadership experience developing culturally relevant programs and curriculum. A natural facilitator and people manager, fostering teams through data-centered strategy, ideation, and design. A trusted guide for diverse student and colleague groups, dedicated to amplifying the voices of the marginalized.

EXPERIENCE

SPRINGBOARD COLLABORATIVE - Los Angeles, CA (Remote)

12/2023 - Present

Program Director

- Lead the implementation and management of literacy programs across multiple partner sites; ensure alignment with district goals and Springboard's mission to close the literacy gap by 4th grade.
- Oversee recruitment, training, and development of seasonal staff and educators; coach and support teams to drive program success and improvement.
- Build and maintain relationships with school administrators, district leaders, and community stakeholders; secure long-term partnerships and ensure successful program rollouts.
- Manage program operations, ensuring metrics such as student enrollment, attendance, and reading growth meet or exceed targets; consistently improve stakeholder experience through data-driven decisions.
- Collaborate with internal teams to support program innovation and continuous improvement; provide insights to shape future strategy and optimize program delivery.
- Foster a diverse, equitable, and inclusive work environment; support educators in engaging families from marginalized communities to enhance program reach and impact.
- Present quarterly updates to senior leadership and stakeholders; analyze program data and recommend strategies for improving program outcomes.
- Travel 30% to oversee program implementation and provide direct site support; work asynchronously with remote teams to ensure continuous alignment and progress.

MAROON ARTS & CULTURE - Burbank, CA (Seasonal)

06/2019 - Present

Director of Programs

- Co-founder and head of programming for Maroon Arts & Culture, an organization empowering artists and audiences with safe spaces to create new work, collaborate across mediums, and celebrate the global Black diaspora.
- Team with co-founding partner to design and launch immersive experiential space; create GTM strategy for theatre, TV, and film premieres as well as activations including vendor marketplaces, young adult programs, community festivals, workshops, and education series; establish long- and short- term budgets.
- Lead Community Outreach, Partnerships, and Education verticals; work in community to build relationships with the Mayor of Burbank, City Council, art and cultural institutions, and public/private schools; team with minority-owned businesses to ensure amplification of marginalized voices.
- Launch annual Juneteenth Jubilee, a local community celebration with full day of programming each year; combine food, entertainment, retail, and learning experiences including African dance performances, Black-owned business marketplace, and children's entertainment; awarded Juneteenth proclamation from City of Burbank.
- Design Freedom School & Teen Festival programs as ongoing enrichment for young adults; build culturally relevant virtual book club and curricula for students of color, creating learning opportunities beyond the classroom.
- Support marketing and communications strategy; guideline digital, social, and web plans and team with Designer/Developer to facilitate web and content build.

SYLVAN LEARNING - Glendale, CA (Hybrid)

06/2023 - 12/2023

Director of Education, Contract Services

- Collaborating on new program development to meet the various needs of school districts, administrators, and families; identifying and meeting client needs, working with families, school districts, and administrators.

- Fostering relationships with all stakeholders in the community; set up marketing events, create marketing materials to be shared in various formats.
- Hiring, training, and facilitating staff observations; working with colleagues to improve morale and retention of employees; developing and maintaining curriculum frameworks, creating, monitoring, and administering student assessments.
- Tracking program performance metrics through implementing various quality control techniques; create and maintain systems, budgets, and communication logs; offering technical expertise and support to sales teams; conduct meetings to secure contract deals.

LUTHER BURBANK M.S. - Los Angeles, CA

12/2020 - 06/2023

Department Chair, English (06/2021 - 06/2023)

English Educator (12/2020 - 06/2021)

- Promoted to lead English department team of 17, directing weekly meeting cadence and strategy across 3 matrixed grade level (6, 7, 8) teams; partner with Principal and Asst. Principal as liaison to prepare department for annual KPIs.
- Create instructional curriculum design plans for 100% virtual and distance learning for 120 students; build bonus Reader and Writer Workshop programs with project-based study to invite authentic, diverse educational flow and hands-on experience in digital collaboration with peers.
- Onboard and train staff and students through technology products and implementations, blending applications; utilize Zoom, Google, Microsoft, PearDeck, Schoology, Promethean Board, Kahoot!, Blooket, Canva, Prezi, and Learning Ally.
- Direct Where Everybody Belongs (WEB) program, facilitating team of 60 students through leadership, mentorship, and belonging program; run application/recruitment process for competitive program; design onboard, engagement, and service project strategies.
- Partner directly with 200+ parents in community, ensuring understanding of communications technology; release monthly newsletter.

HECTOR P. GARCIA M.S. - Dallas, TX

07/2019 – 12/2020

Instructional Lead

- Recruited into leadership in data-driven position, analyzing student test and achievement metrics; directed the English Language Arts program and team of 20 staff across 3 grade levels (6, 7, 8).
- Responsible for addressing state assessments and sub-populations of students, creating both enrichment curriculum for advanced placement learners and specialized Reading and Writing labs for under-performing learners.
- Led department's complex data meetings to address gaps in performance and set goals and mentor programs for staff.
- Planned holistic instructional design department-wide plan with onset of pandemic and distance learning necessity; designed tailored digital learning for 3 courses.
- Awarded Institute for Learning (IFL) grant/stipend; acted as campus rep to train and onboard staff to program.

DALLAS CAN ACADEMY - Dallas, TX

08/2016 - 07/2019

Department Chair, English Language Arts (08/2017 – 07/2019)

English Educator (08/2016 – 08/2017)

- Hired as Educator and promoted to lead English Department and team of 7 at alternative learning academy with diverse student population ranging from ages 14 - 22 years old.
- Taught accelerated English I & II and built compressed program specifically designed for marginalized student populations to beat odds and efficiently earn high school diplomas; created real world applications and hands-on skill development for Black, Indigenous, Latino, LGBTQ+, and refugee students.
- Directed people development program for Educator team (including Special Education and ESL leaders) to advance learning opportunities; performed walk-through observations with modeling and instructional support for teams.
- Tasked with oversight of the Language Proficiency Assessment Committee and acted as a liaison between District, Administration, and Educators; communicated daily with parents.

LAKE HIGHLANDS J. H. S. - Richardson, TX
Special Education & English Resource Educator

07/2014 - 08/2016

Harold Wendell Lang Sr. M.S. - Dallas, TX
Principalship Program (08/2012 – 06/2013)
Special Education & Social Studies Educator (08/2010 – 07/2014)

08/2010 - 07/2014

EDUCATION

DALLAS BAPTIST UNIVERSITY - Dallas, TX
M.Ed. Educational Leadership

05/2013

HAMPTON UNIVERSITY, Hampton, VA
B.A. Psychology, minor Secondary Education

05/2007

Certifications: Principal (EC-12), Special Education (EC-12), ESL Supplemental (EC-12), Certified Professional Development and Appraisal System (PDAS) Appraiser (2013)

Professional Development: Lead by Learning (2023), Model Schools Conference (2018), Solution Tree: Professional Learning Communities at Work (2016), Positive Behavior Intervention Support (PBIS) Campus Representative (2014)

ADDITIONAL EXPERIENCE

MINDMATCH, LLC. - Houston, TX
Educator Lead & Instructional Designer

10/2020 - 05/2021

- Recruited into startup on 8-month contract to build teaching and learning operations for student assessment and tutoring match product; hired 25 Educators across all subjects and developed Educator onboarding.
- Facilitated digital platform, UX, and web design with Product and Web Development teams; designed engaging virtual curriculum across diverse subject matter; partnered with families and students to assess product.
- Acted as face of program with community leaders and investors; led live digital events to support GTM/go-live to engage audiences as a part of *Open House* campaign.

Application Form

Profile

John _____ Medici _____
First Name Middle Initial Last Name

Email Address

Home Address Suite or Apt

Burbank _____ CA _____ 91505
City State Postal Code

Primary Phone _____
Alternate Phone

Retired. _____ Adjunct Associate Professor _____ Instructor LA City College
Employer Job Title Occupation
... Actor, SAG/AFTRA,
Actors Equity Assoc. a

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

29 + years in June 2026

Burbank Registered Voter?

Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

My education and work have involved me intimately with Reading, Expression, Research, and Writing. A library is where people, no matter what age, learn these tools, get a chance to practice them. If I can assist people to better appreciate and/or to better develop skills in these areas, that would be a good fit for me. As a member of the Burbank Senior Citizen Board, the same principle has applied; to use my skills to make life better for Seniors. I've attended monthly Board meetings since January 2023, as well as attended special events at the Tuesday City Council meetings. As a result, I've learned a lot about the needs of many Burbank residents. Serving people directly is definitely a learned skill, which I've experienced.

Education

Fordham University, School of Education: BS Secondary Education. New York University, Master of Arts in Educational Theater. California State University, Northridge. Master of Arts in English.

Additional Pertinent Courses or Training

My familiarity with theater, movies and TV has helped me as a teacher and as a literate person. I have acted and directed, in NYC, Los Angeles, Chicago and in other regions. I have studied acting with Lee Strasberg, in NYC, in Los Angeles with Allan Miller (90 + is still active), I have been an intern at the Actors Studio, NYC.

Other Pertinent Skills, Experience or Interests

I taught English, with an emphasis on writing, in community colleges: Pierce, Santa Monica and LA City. I taught Theater history. Directing and Acting in community colleges. I wrote a memoir of childhood, self published in 2017. "Pleasant Avenue, A place, A boy, A family." It is still selling and available on Amazon. I have directed many theater productions at schools and professionally.

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

I have been serving on the Burbank Senior Board (Commission) since January 2023.

List Community activities in which you are involved:

I have been evaluating written essays for a Scholarship committee at the SAG Foundation. I've done volunteer work with Union committees, especially SAG-AFTRA. I have been a poll worker for elections. I walked the streets and did door to door US Census interviews.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

No relationships with any Burbank city employees.

Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

Yes No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Board of Library Trustees.

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

In the earlier part of this application, I expressed how my education, a professional life in teaching English and Writing at an adult level and my personal work in Theater, were situations in which I learned to work with others and to help people to express themselves. My experience in writing a memoir is very pertinent in library work. I have published a memoir available on Amazon, "Pleasant Avenue ...A Place, A Boy, A Family ... An Italian American Story." I have two Master of Arts, 1. New York University, 2. California State University, Northridge May I mention that a teacher is taught by their students; I like to be challenged, and to share whatever experiences I have, back to others.

What are your goals in serving on this Board/Commission/Committee?

Serving on Library Commission/Committee, I would want to expand the library's outreach to communities which are lacking in either knowledge of what a library has to offer, and/or for those who may need encouragement to use the library. In short, I'd like assist library management in whatever its goals are.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

I have already served on The Senior Commission/Committee for the past 4 years ...

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

I have a resume of my teaching career. It lists how I started teaching in Community College as far back as 1978, all the places I taught at and the varieties of subjects in English (mostly Writing) and Theater, acting and directing. Thank you very much for your attention to this present application.

What are your goals in serving on this Board/Commission/Committee?

To be of service in any way I can; to use my literary skills in helping others; in short, I enjoy working with other people.

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Please Read

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3. No person shall serve at the same time on more than one Board, Commission or Committee.
4. Applicants must be residents of the City of Burbank.
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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree

John Medici

JOHN MEDICI

AFTRA SAG, AEA

Mobile: [REDACTED]

Home: [REDACTED]

E: [REDACTED]

TELEVISION:

<i>Comedy Central: Kroll show</i>	<i>Murphy Brown</i>	<i>Benson</i>
<i>Moonlighting</i>	<i>Who's The Boss</i>	<i>Daddy Dearest</i>
<i>Oh Madeline</i>	<i>General Hospital</i>	<i>Quincy</i>
<i>Soap</i>	<i>Cagney and Lacey</i>	<i>Hill Street Blues</i>
<i>Washington</i>	<i>Mike Hammer</i>	<i>Baby Comes Home</i>
<i>Gangster Chronicles</i>	<i>Jayne Mansfield Story</i>	

FILM: Serpico My Favorite Year The Mask

STAGE: L.A.

Solo Performances, Self – written.

AKA MEDICI PASTA, DREAD & MAZEL @ Back Alley Theater, Theater East, No Ho Renegade

Are You Now or Have You Ever Been The Journalists @ Back Alley Theater.

Dead End at Sunset @ Theater East I Won't Pay You @ Renegade West Theater.

The Lucky O'Learys @ El Portal Theater. Skaters @ L A Actors Theater.

St. Jack @ Matrix Theater. Nevada @ Taper Forum LA.

Director: 40th Anniversary, 2008 Lovers and Other Strangers @ 69 Cent Theater.

BROADWAY: NYC. Lenny Lovers and Other Strangers

A D R: Rapid Fire IKE Rhinestone

REGIONAL & OFF-B'WAY:

<u>Scapin</u>	<u>The Odd Couple</u>	<u>The Apple Tree</u>
<u>The Owl & The Pussycat</u>	<u>Cactus Flower</u>	<u>Torchbearers</u>
<u>Magic of Jolson</u>	<u>The Typists</u>	<u>Star Spangled Girl</u>
<u>The Mandrake</u>	<u>Arms and The Man</u>	<u>The Knack</u>

Application Form

Profile

Douglas

First Name

Chadwick

Last Name

Middle Initial

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

Suite or Apt

Burbank

City

CA

State

91506

Postal Code

[Redacted]

Primary Phone

Alternate Phone

Retired

Employer

Owner

Job Title

Concierge Handyman

Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

6

Burbank Registered Voter?

Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

I am interested in serving because I care about my community and want to contribute in a meaningful way. Through my nonprofit and Kiwanis work, I have gained experience in leadership, community outreach, volunteer coordination, and working with diverse groups to solve problems. I would bring a practical, collaborative approach and a strong commitment to listening, being prepared, and helping make decisions that benefit the community.

Education

I attended Texas A&M University and have completed many additional professional courses throughout my career. I worked in the nuclear industry in engineering and analysis, where attention to detail, safety, planning, and sound decision-making were essential. In addition to my professional background, I have extensive experience serving on nonprofit and community boards. My volunteer work has given me hands-on experience with leadership, governance, fundraising, community outreach, event planning, and working collaboratively with diverse groups of people.

Additional Pertinent Courses or Training

I have completed Train-the-Trainer courses, along with numerous corporate training programs focused on management, leadership, planning, scheduling, communication, and organizational effectiveness. These courses have supported my professional work in engineering and analysis, as well as my volunteer leadership and board service.

Other Pertinent Skills, Experience or Interests

I have extensive volunteer experience working with law enforcement, libraries, publishers, book distributors, and nonprofit organizations to help get books into the hands of children who need them most. Through this work, the nonprofits I support have distributed thousands of books to children and families. I have also personally built more than 175 Little Free Libraries around the country. My passion is helping children have better access to books, reading opportunities, and community support.

[Upload a Resume](#)

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

I have not previously served on a City of Burbank Board, Commission, or Committee. However, I have extensive experience serving on nonprofit, civic, and community boards and committees, including leadership roles with Kiwanis, The Literacy Club, and the Kiwanis Literacy Club Foundation.

List Community activities in which you are involved:

I am actively involved in community service, literacy programs, youth-focused service projects, and nonprofit leadership. I serve as President and Executive Director of The Literacy Club and the Kiwanis Literacy Club Foundation, where we work to provide books and reading opportunities for children and families. I am also active in Kiwanis at the club, division, district, and international levels, including service as Lieutenant Governor. My volunteer work includes organizing book distributions, building and placing Little Free Libraries, supporting schools and libraries, working with law enforcement and community partners, and helping coordinate service projects that benefit children and families. I have personally built more than 175 Little Free Libraries and have helped support the distribution of thousands of books to children who need them most.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Douglas Chadwick

Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

Yes No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

AB 1234 Training

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Board of Library Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

I bring a strong combination of professional, nonprofit, board, and community service experience. My professional background includes engineering and analysis work in the nuclear industry, where attention to detail, safety, planning, technical review, and sound decision-making were essential. I also have experience in corporate manufacturing, business ownership, management, scheduling, and operations. In addition, I have served in numerous nonprofit and community leadership roles. I am President and Executive Director of The Literacy Club and the Kiwanis Literacy Club Foundation, and I have served in multiple Kiwanis leadership positions, including Lieutenant Governor. Through this work, I have experience with board governance, community partnerships, volunteer coordination, public outreach, fundraising, event planning, and working with schools, libraries, law enforcement, publishers, and nonprofit organizations.

What are your goals in serving on this Board/Commission/Committee?

My goal is to serve the community in a practical, thoughtful, and collaborative way. I want to listen, learn, be prepared, and help make decisions that support the needs of Burbank residents. I would bring a common-sense approach, a strong volunteer background, and a commitment to working respectfully with other board or committee members, City staff, and the public. My goal is to contribute my experience while helping support programs, policies, and decisions that strengthen the community.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

N/A

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

What are your goals in serving on this Board/Commission/Committee?

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Please Read

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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree

Douglas Chadwick

Burbank / Los Angeles Area, California

Phone: [Add Phone Number] | Email: [Add Email Address]

Professional Summary

Community-focused nonprofit leader, board member, volunteer, and former nuclear industry engineering and analysis professional with extensive experience in leadership, governance, program development, public service, and community outreach. Proven ability to build partnerships, coordinate volunteers, manage projects, support children and families, and create practical solutions that benefit the community. Passionate about literacy, youth development, service leadership, and expanding access to books for children who need them most.

Core Skills

- Nonprofit Leadership & Board Governance
- Community Outreach & Partnership Development
- Volunteer Recruitment, Training & Coordination
- Program Planning & Event Management
- Fundraising & Donor Relations
- Public Speaking & Presentations
- Strategic Planning & Organizational Development
- Management, Planning & Scheduling
- Engineering Analysis & Problem Solving
- Literacy Programs & Book Distribution
- Collaboration with Schools, Libraries & Community Agencies
- Train-the-Trainer & Leadership Development

Professional Experience

Nuclear Power Station — Commonwealth Edison

Engineering / Analysis Professional

Illinois | Through 1997

- Worked in the nuclear power industry in engineering and analysis roles requiring accuracy, safety awareness, technical judgment, planning, and attention to detail.
- Applied analytical and problem-solving skills to complex technical and operational challenges.

- Worked in a highly regulated environment where documentation, procedures, safety, and sound decision-making were critical.
- Developed experience in planning, scheduling, technical review, process improvement, and cross-functional coordination.

Business Owner / Operator

Restaurant and Games & Comic Stores

Kenosha, Wisconsin | 1995–1998

- Owned and operated several businesses, including a restaurant and games and comic stores.
- Managed day-to-day operations, customer service, staffing, inventory, purchasing, scheduling, and local business responsibilities.
- Gained hands-on experience in entrepreneurship, financial decision-making, community engagement, and small business management.

Jockey International

Professional Role

1997–2000

- Managed manufacturing responsibilities for products in the women's division, including both domestic and overseas production.
- Coordinated planning, operations, management, scheduling, and organizational communication in a corporate manufacturing environment.
- Applied business, communication, and problem-solving skills in support of product development, production, and company operations.

Self-Employed / Private Company

Owner / Operator

2000–2020

- Owned and operated a private company for 20 years.
- Managed business operations, planning, scheduling, customer relationships, problem-solving, and day-to-day decision-making.
- Developed extensive experience in leadership, responsibility, communication, and independent project management.

Retired

Retired from Professional Career

2020–Present

- Retired from full-time professional work and continued extensive volunteer, nonprofit, board, and community service activities.

Professional & Volunteer Experience

The Literacy Club / Kiwanis Literacy Club Foundation

President and Executive Director

Burbank, California | 2015–Present

- Founded and helped lead a volunteer-driven literacy organization focused on getting books directly into the hands of children and families.
- Built partnerships with schools, libraries, law enforcement, publishers, book distributors, community organizations, and nonprofit partners.
- Helped organize and support literacy events, book distributions, reading activities, and community outreach programs.
- Supported the distribution of thousands of books to children who need them most through nonprofit and volunteer-led efforts.
- Developed literacy-focused service projects that engage volunteers, families, schools, and community partners.
- Personally built more than 175 Little Free Libraries around the country to expand access to books in local communities.
- Worked with volunteers and partner organizations to create book access points in neighborhoods, schools, and community spaces.

Kiwanis International / Cal-Nev-Ha District / Local Kiwanis Leadership

Lieutenant Governor / Board Member / Committee Member / Volunteer Leader

- Served in multiple Kiwanis leadership roles at the club, division, district, and international levels.
- Served three terms as Lieutenant Governor, supporting clubs, members, officers, and service projects across the division.
- Recognized as Distinguished President and twice as Distinguished Lieutenant Governor.
- Served on district and international committees, contributing to policy discussions, education, leadership development, and service initiatives.
- Sponsored more than 70 members into Kiwanis, helping strengthen club membership and community service capacity.
- Regularly participate in trustee and district-level meetings and maintain a strong working knowledge of bylaws, governance, and organizational procedures.
- Helped plan and support conferences, trainings, retreats, service events, and community-based programs.

- Worked collaboratively with volunteers, nonprofit leaders, elected officials, community partners, and service organizations.

Community Board & Volunteer Service

Board Member / Committee Member / Volunteer

- Served on numerous nonprofit, civic, and community boards and committees.
- Provided leadership in governance, fundraising, planning, volunteer engagement, event coordination, and community outreach.
- Worked with diverse groups to identify needs, develop programs, and support practical solutions.
- Contributed to service projects focused on children, literacy, education, families, and community improvement.
- Participated in long-term planning, policy discussions, board decision-making, and organizational development.

Nuclear Industry

Engineering / Analysis Professional

- Worked in the nuclear industry in engineering and analysis roles requiring accuracy, safety awareness, technical judgment, planning, and attention to detail.
- Applied analytical and problem-solving skills to complex technical and operational challenges.
- Worked in a highly regulated environment where documentation, procedures, safety, and sound decision-making were critical.
- Developed experience in planning, scheduling, technical review, process improvement, and cross-functional coordination.

Education

Texas A&M University

Attended Texas A&M University, with additional professional education and career development coursework completed throughout professional and volunteer leadership career.

Additional Training

- Train-the-Trainer coursework
- Corporate management training
- Planning and scheduling training
- Leadership and organizational effectiveness courses
- Communication and presentation training

- Technical and safety-related professional training through engineering and nuclear industry work

Community Interests

- Children's literacy and access to books
- Little Free Libraries and community book access points
- Youth development and education
- Volunteer leadership and community service
- Public/private/nonprofit partnerships
- Strengthening local communities through practical service projects

Selected Accomplishments

- Named Burbank Older American of the Year in 2023.
- Personally built more than 175 Little Free Libraries around the country.
- Helped distribute thousands of books to children and families through nonprofit volunteer efforts.
- Sponsored more than 70 members into Kiwanis.
- Served three terms as Kiwanis Lieutenant Governor.
- Recognized as Distinguished President and twice as Distinguished Lieutenant Governor.
- Built partnerships with law enforcement, libraries, schools, publishers, book distributors, and nonprofit organizations.

Application Form

Profile

Elizabeth

First Name

B

Middle
Initial

Keener

Last Name

[REDACTED]

Email Address

[REDACTED]

Home Address

Suite or Apt

Burbank

City

CA

State

91506

Postal Code

[REDACTED]

Primary Phone

[REDACTED]

Alternate Phone

Elizabeth Barnes Casting

Employer

Casting Director

Job Title

Scripted Television Casting

Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

4 months

Burbank Registered Voter? Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

I believe strongly in community service and look forward to collaborating with others who care deeply about our city. My professional and personal life have been centered in Burbank since 2009; my office is on Magnolia Blvd. and my kids have attended Stevenson, Huerta and Burroughs. Serving on PTA boards and getting to know other Burbank families has been one of my greatest joys. I have finally moved from North Hollywood into Burbank, and I'm happy to be eligible to serve on city committees.

Education

Bachelor of Arts, Theater (Major), Sociology (Minor) - University of Arkansas, Fayetteville

Additional Pertinent Courses or Training

LiFT Public Library Fundamentals (online course)

Other Pertinent Skills, Experience or Interests

Community engagement, governance & oversight, program evaluation, mentorship & workforce development, avid reader

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

N/A

List Community activities in which you are involved:

Burroughs PTSA Executive Board since 2021 - currently serving as VP for Programs & Communications. Oversaw a parent engagement program welcoming new families to the school. Initiated and oversaw the new front entry Burroughs Bears signage from approvals and fundraising through installation.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

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Yes No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

N/A

AB 1234 Training

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Board of Library Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

In my work as a scripted TV casting director, I balance creative and logistic considerations and foster positive collaboration among stakeholders with varying priorities. I understand Human Resources considerations, budgets, and project management. As a lifelong learner, I look forward to researching library best practices and learning more about issues that arise as we support BPL and the Burbank community.

What are your goals in serving on this Board/Commission/Committee?

I hope to support BPL as it provides access to accurate and relevant information, resources and services to every member of our community. I look forward to deepening my understanding of our community and collaborating with others who care about Burbank.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

What are your goals in serving on this Board/Commission/Committee?

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Elizabeth B Keener

Please Read

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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree



Statement of Public Service Interest

Community-engaged professional with experience in education, governance, mentoring, and advisory leadership. Long-time advocate for public education, youth development, and equitable access to learning resources. Seeking appointment to the City of Burbank Board of Library Trustees to contribute research-informed recommendations, collaborative governance, and responsible stewardship in support of the City’s public libraries.

Board & Advisory Strengths

Community engagement • Governance & oversight • Policy review & program evaluation
Public education systems knowledge • Equity, access, and youth services • Mentorship & workforce development • Cross-sector collaboration • Written and verbal communication

Professional Experience

Casting Director (Scripted Television) — Burbank, CA | 2002–Present

Manage complex, multi-stakeholder projects overseeing budgets, schedules, and union compliance. Mentor staff in professional standards and ethical practices.

Substitute Teacher — Burbank Unified School District | 2023–2025

Served as a classroom substitute at Burroughs, Burbank High, Muir & Huerta Middle Schools

Visiting Professor (Interim / Guest) — University of Arkansas, Fayetteville | 2012–Present

Instruct MFA performance students with emphasis on professional preparedness

Community Involvement & Public Service

- Vice President, Programs & Communications — Burroughs High School PTSA | 2024–Present
Provide elected leadership for parent education and community engagement initiatives. Among other projects, managed a campus signage initiative from fundraising through approvals and installation (Main entry Bears sign, installed Summer 2024)
- PTA & PTSA Board Member, JBHS, Huerta, Stevenson | 2014–Present
- Girl Scout Troop Leader, Burbank Troop 1296 | 2014–2020
- Board of Governance Member, Hollywood United Methodist Church | 2006–2010
- Certificate of Completion, ED100.org — California’s Education System

Education

Bachelor of Arts, Theater (Major), Sociology (Minor) - University of Arkansas, Fayetteville

Application Form

Profile

Bryan _____ **Snodgrass** _____
 First Name Middle Initial Last Name

 Email Address

_____. _____
 Home Address Suite or Apt

Burbank _____ **CA** _____ **91501** _____
 City State Postal Code

 Primary Phone Alternate Phone

Conundrum Theatre Company _____ **Executive Director** _____ **Administration** _____
 Employer Job Title Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

22 years

Burbank Registered Voter?

Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

I currently serve on the Board of Library Trustees, and the experience has been invigorating to say the least. The advocacy work we are doing has been life-changing for me, reshaping the way I understand community service and deepening my commitment to the people of Burbank. Being part of the City and playing a role in strengthening our services over these past years has been thrilling work. The ability to contribute to something larger than myself has been humbling. What makes this moment especially meaningful is how close we are to realizing a new central library for Burbank, a project our community has envisioned, discussed, and hoped for over many years. I have been part of the advocacy work to get to this moment, and it is my dream to see that work fulfilled in the near future as part of the Board of Library Trustees. We are now entering an important stage where planning, public input, and long-term vision are coming together into a real, tangible progress. To witness that evolution from the inside, and to help ensure that this new library reflects the needs and values of our community, has only deepened my desire to continue serving. This is a once-in-a-generation opportunity to help shape a library that will serve Burbank for decades to come, a space that is more accessible, more innovative, and more responsive to the diverse communities who rely on it. I can't wait to support Burbank, our libraries, and this transformational project for another term.

Education

Bachelor of Arts Degree from the University of Northern Colorado. Major in Theatre Directing, Minor in English.

Additional Pertinent Courses or Training

Leadership Burbank: Class of 2015

Other Pertinent Skills, Experience or Interests

Former Board Member of Burbank Noon Kiwanis and Burbank Community Theatre. Co-founder of Conundrum Theatre Company. Co-founder and former member of the Burbank Pride Committee. Former member of the Burbank Homeless Services Providers group as well as the City's Domestic Violence Task Force.

[Upload a Resume](#)

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

Currently serving on the Board of Library Trustees

List Community activities in which you are involved:

As the Executive Director of Conundrum Theatre Company and as the former Vice President and COO of the Burbank Community YMCA, I participate in many community events. I participate in many citywide events and actively cultivate partnerships with organizations that share our commitment to equity, arts access, and community well-being. Conundrum's work with local schools, nonprofits (such as the Boys and Girls Club), and civic partners has expanded significantly, allowing me to stay closely connected to the Burbank Unified School District, the City of Burbank's Parks and Recreation department, as well as a wide network of community-serving organizations. Conundrum produces multiple theatrical events each year in the City of Burbank and hosts an afterschool and summer camp program in Burbank, where the majority of the students are part of the school district's free or reduced lunch program, are in foster care, or unhoused, receiving a full scholarship to attend the programs at no cost. Conundrum has already brought almost 2,000 audience members to Burbank in 2026 so far as part of the shows they produce.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

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Yes No

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First Choice

Bryan Snodgrass

FIRST choice for Board/Commission/Committee appointment:

Board of Library Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

I have a minor in English and currently serve on the Board of Library Trustees.

What are your goals in serving on this Board/Commission/Committee?

I want to continue the advocacy work that our Board has started for the library. With the goal of an updated modern library on the horizon, I hope the work I've done these past years on this Board will continue for another term. I want to bring awareness about the importance of the library in our community to the City. Literacy is extremely important to me and a huge part of mental health for so many people (myself included), and I am excited to see how the Library will help move Burbank into the future.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

N/A

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

N/A

What are your goals in serving on this Board/Commission/Committee?

N/A

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Please Read

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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree

Bryan Snodgrass

SUMMARY

Highly motivated and professional non-profit leader with over 20 years of experience providing high-level leadership. Proficient in managing and developing budgets, program development, grant writing, and communicating with internal and external stakeholders. Possess exceptional communication and interpersonal skills with a proven ability to work independently and as part of a team.

REFERENCES

Available upon request.

ADDRESS

[REDACTED]
Burbank, CA 91501

PHONE

[REDACTED]

EMAIL

[REDACTED]

EXPERIENCE

JAN 2024 - PRESENT

Executive Director, Conundrum Theatre Company

Key responsibilities: oversee all business management of the company and the coordination of all program activities; set strategic priorities and long-range planning and development of the company; secure grant funding and builds/sustains relationships with current, new, and potential funding organizations and individuals.

SEP 2016 - JAN 2024

Vice-President/Chief Operating Officer, Burbank Community YMCA

Key responsibilities: oversaw all daily operations of a wide variety of programs and membership; developed the first LGBTQIA+ resource center in Burbank and in any nationwide YMCA/steered all DEI committees and initiatives; developed annual budgets with monthly financial reports for the Board of Directors; provided operational staff leadership to always ensure high-quality; handled confidential documents and maintained their proper organization; ensured proper governance, rules, and regulations were followed and always met.

JAN 2005 - SEP 2016

Senior Programs Director/School Age Director, Burbank Community YMCA

Key responsibilities: developed new programs from creation to completion; ensured successful programming via annual performance evaluations, program tracking, and program reviews.

EDUCATION

University of Northern Colorado, 2003: Bachelor's Degree in Theatre

LEADERSHIP

- Member of Burbank Board of Library Trustees
 - Co-founder/former Board member of Conundrum Theatre Company
 - Former Board member for Burbank Family Pride, Burbank Noon Kiwanis, and Burbank Community Theatre
-

Application Form

Profile

Jason _____ Napolitano _____
 First Name Middle Initial Last Name

_____ _____
 Email Address

_____ _____
 Home Address Suite or Apt

Burbank _____ CA _____ 91505 _____
 City State Postal Code

_____ _____
 Primary Phone Alternate Phone

Self Employed _____ Therapist _____ Clinical Hypnotherapy _____
 Employer Job Title Occupation

Which Boards would you like to apply for?

Senior Citizen Board: Submitted

Length of time as a Burbank Resident:

24 years

Burbank Registered Voter?

Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

I am interested in serving because I would like to give back to the community and help make a great city even better. I am concerned about our economic, ecological and political future in the U.S. and I believe that positive change starts at home.

Education

BA communications, MA in Comparative Theology From Loyola Marymount. Currently studying for MS in Psychology.

Additional Pertinent Courses or Training

Courses in Human Lifespan, Gerontology and Aging, Midlife Issues, Social Advocacy and Therapy. I am currently studying to be a licensed MFT and plan on working with older folks in my work. I am over 55 myself so I also have lived experience.

Other Pertinent Skills, Experience or Interests

Midlife issues, Aging, Library and Research Skills, Writing, Group Therapy, Advocacy, Public Speaking, Communications.

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

N/A

List Community activities in which you are involved:

Mental Health Volunteer, Recovery Coach (12 Step), Pro Bono Therapeutic Coaching.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

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Yes No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

AB 1234 Training

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Senior Citizen

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

Psychology classes, Aging and Advocacy classes, volunteer experience at Jewish Family Services Adult Facility, Peer Support training.

What are your goals in serving on this Board/Commission/Committee?

To serve the needs of the board. I would also be very interested in working on providing more outdoor and interactive experiences for Seniors. In addition, I would be interested in working with local farmers to get free or affordable fresh fruit and produce to Seniors.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Library Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

Leadership and speaking skills, Research and Library skills, Master's degree, experienced with technology and research tools online. Previous experience as a bookseller and book collector.

What are your goals in serving on this Board/Commission/Committee?

I would like to serve on this board an ethical and committed member. I would also like to see more in person events for families and children. I would love to see people reading physical books again and would like to create some sort of program to encourage reading among all ages.

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Please Read

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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree



MENTAL HEALTH COUNSELOR

JASON NAPOLITANO

Counselor-in-training and researcher pursuing a Master's in Psychology at Western Association of Social Research, WISR, with dual emphasis in Marriage and Family Therapy (MFT) and Licensed Professional Clinical Counseling (LPCC).

CONTACT



[REDACTED]



[REDACTED]



Burbank, CA

ASSOCIATIONS

- California Association of MFTs
- American Hypnosis Association

CERTIFICATIONS

- Meditation Teacher
- Medi-Cal Peer Support Specialist
- Trauma Recovery Hypnosis
- Hypnosis and Pain Mgmt
- Motivational Interviewing for Adolescents.

SKILLS

- 12-Step work
- Comparative Religion & Multicultural Knowledge
- Folk/Traditional Healing
- Drama, Writing, Media

EDUCATION

2025- Present

WESTERN INSTITUTE OF SOCIAL RESEARCH, BERKELEY, CA

Master's in Psychology. MFT / PPC

2018 - 2019

HMI COLLEGE OF HYPNOTHERAPY, TARZANA, CA

Diploma in Clinical Hypnotherapy

2012 - 2016

LOYOLA MARYMOUNT UNIVERSITY, LOS ANGELES, CA

Master's in Comparative Theology

2009 - 2012

THOMAS EDISON UNIVERSITY, TRENTON, NJ

Bachelor's in Communication with a Minor in Religious Studies

VOLUNTEER EXPERIENCE

2025 - 2026

CRISIS TEXT LINE

- Crisis and suicide prevention volunteer

2024 - 2025

7CUPS OF TEA MENTAL HEALTH SUPPORT

- Online mental health peer support

2024 - 2025

PINEAPPLE SUPPORT

- Online mental health support for sex workers

Application Form

Profile

Emily _____ K _____ Weisberg _____
First Name Middle Initial Last Name

Email Address

Home Address Suite or Apt

Burbank _____ CA _____ 91505 _____
City State Postal Code

Primary Phone Alternate Phone

Sierra Canyon School _____ History Teacher _____ Educator _____
Employer Job Title Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

Ten years

Burbank Registered Voter?

Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

Serving on the Board of Library Trustees has been one of the most challenging, fulfilling and meaningful experiences I've had as a Burbank resident. Being able to support our phenomenal libraries has helped me grow as a community member and educator. I am applying for a final term as I have been advocating, through my role as a Library Trustee, for a new central library for the entirety of my time as a Trustee. I can think of nothing more important than being present to further assist in the completion of this goal. I am passionate about this project and unbelievably excited about the many ways in which it will enrich our city and deepen the impact the library has on our community. While it was a truly difficult personal experience, I also want to highlight the interactions with Council that focused on advocating for more clarity regarding the boards and commissions attendance policy. The robust conversation held at Council and in our B.O.L.T meetings has led to a more robust understanding about the rules and regulations, something I hope will benefit others in coming years. I am genuinely thankful to the Councilmembers who have allowed me to serve on the Board of Trustees and am hopeful they'll see fit to allow me to serve a final term. I believe my continued work in the community and commitment to supporting our public libraries make me a valuable member of the Board of Library Trustees and am committed to being an effective and productive participant if selected to continue.

Education

B.A. in Literature, American Jewish University M.A. in Dramatic Arts, University of the California, Santa Barbara Ed.D, Education with a focus in educational psychology, USC

Additional Pertinent Courses or Training

- Previous library experience (library assistant, American Jewish University). - Facilitator-Media Literacy in a Digital World (online and in-person training with Facing History and Ourselves) - Continued professional development in media literacy, library-specific advocacy

Other Pertinent Skills, Experience or Interests

- I am a voracious reader and a firm believer in the importance of libraries as community centers; places where people come to interact, learn, explore and share. - 15+ years working in the nonprofit world, both as an educator and community organizer, with the goal of bringing resources, and support, to the communities with whom I worked. - Helped coordinate the Little Free Libraries across Burbank, including weekly refilling of the libraries and reporting any issues to Library staff

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

Board of Library Trustees- four year term (two terms)

List Community activities in which you are involved:

Burbank Democratic Club- President (2017-2025) Democratic Club of the San Fernando Valley- Executive Board Member (Representing AD43) Homemade Thursdays- Weekly volunteer with program through First Christian Church in Burbank

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

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Yes No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

N/A

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Library Board of Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

- During my tenure with the educational nonprofit Facing History and Ourselves, I served as the technology liaison for the education team of which I was a part. That role included helping team members, and the teachers with whom we worked, develop digital literacy skills. - Additionally, a large component of my job as Program Associate was to help the schools, teachers and administrators with whom we worked learn about the many resources available to them, and the ways in which those resources could deepen the work they were doing in their schools and classrooms. - Extensive experience with metrics, data collection, measuring impact and reach, survey creation and implementation - My work as a member of the Burbank Unified School District Board of Education has given me vital insight into the needs of our students and families as they relate to our libraries. It has allowed me to engage in a more informed way as a Trustee on the Library Board.

What are your goals in serving on this Board/Commission/Committee?

Over my past term, one of our main areas of focus on the Board of Library Trustees has been advocacy surrounding the building of a new central library. I am passionate about this project and would love the opportunity to help continue to move it forward. I am also inspired by the foresight and vision of Library Services Director Eric Lashley and would like to continue to find ways to actively support his strategic plan in myriad areas. He has truly re-energized our libraries and his energy, professionalism and guidance have advanced the libraries in so many ways. As I wrote on my previous application, I remain extremely interested in digital and technology literacy, and entrepreneurship and workplace development; two areas that go hand in hand. Helping community members see the library as a place to develop new skills is a goal I am excited to pursue. Be it learning how to craft a resume, sign up for an email account, or pick up a book that opens their eyes to a new point of view, working with the Board to help patrons explore these many possibilities is an exciting challenge. Our libraries offer so much, well beyond the amazing books that line their shelves. It would be a privilege to be continue serving as part of a Board dedicated to helping those many resources reach our Burbank community.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

N/A

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

N/A

What are your goals in serving on this Board/Commission/Committee?

N/A

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Emily K Weisberg

Please Read

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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree

Emily Weisberg, M.A., Ed.D.

Burbank, CA 91505

EDUCATION

University of Southern California / Ed.D.

2015-2018, Los Angeles

Doctor of Education in Educational Leadership

University of California, Santa Barbara / M.A.

2004-2006, Santa Barbara

Master of Arts, Dramatic Arts

RELEVANT EXPERIENCE

Sierra Canyon School/ History Teacher

2019- Present, Los Angeles

Burbank Board of Library Trustees

2018- Present, Burbank

Burbank Unified School District Board of Education/ Clerk

2020- Present, Burbank

Facing History and Ourselves / Program Associate

2012 - 2017, Los Angeles

- Maintained existing relationships with Facing History Partner Schools across four states, ensuring all schools and educators with whom the organization worked were kept informed about new learning opportunities, research, and resources
- Designed and facilitated professional development workshops, hybrid seminars, online and summer seminars
- Conducted follow-up/coaching activities with participants from workshops and seminars through site visits, Facing History internet resources (including new models of online program delivery) and regular meetings
- Assisted in the implementation of new models of Facing History staff development, including a workshop series focused on talking about race, current events, privilege, and social justice in the classroom
- Collaborated with the Director of Education, and other members of the education team, to develop new materials and lessons, including curricular design and website revamping
- Managed new and continuing Facing History schools and teachers to design curriculum and integrate organizational resources, strategies and pedagogy into the work being done in their classrooms
- Acted as Technology Liaison for the Jewish Education Program Team
- Lead webinars and training sessions for colleagues and educators on new technology tools and strategies

American Jewish University/ Adjunct Instructor

2006 - 2014, LOS ANGELES

- Taught multiple courses in the Literature and Communications department, Political Science department and introductory freshman seminar courses focused on civic participation and social justice, the death penalty, and community engagement
- Created and managed budget for annual school theatre production, including the hiring and supervision of outside professional staff

Center Theatre Group/ Educational Programs Associate

2006 - 2008, LOS ANGELES

- Facilitated, created, and implemented all high school programming
- Programs included Speak to Me, a one-year residency program that worked with high-risk teens in the inner city of Los Angeles to build stronger communication and performing arts skills and Stages, created to work with high school students who self-identify as wanting to pursue a career in the arts
- Wrote all standards-based curriculum for programs
- Designed, organized, and ran all conferences related to high school programming and teacher training

COMMUNITY ORGANIZING

Burbank Democratic Club

2017-PRESENT

- Develop new volunteer structure to support recruitment, participation, and club mission.
- Participate in all club activities to best support volunteer participation and cultivation
- Manage all membership recruitment and coordination

Democratic Party of the San Fernando Valley

2008-PRESENT

- Work with volunteer intake and assessment to best utilize volunteer skills and interests
- Register voters, work with local high school students at campaign headquarters
- Executive Board Member, AD43

AWARDS AND RECOGNITION

- Lainer Distinguished Educator Award
- Outstanding Teaching Assistant Award, University of California, Santa Barbara
- Ehrlich Leadership Award, American Jewish University

REFERENCES AVAILABLE UPON REQUEST

Application Form

Profile

Carmenita

First Name

I

Middle
Initial

Helligar

Last Name

[REDACTED]

Email Address

[REDACTED]

Home Address

Suite or Apt

Burbank

City

CA

State

91506

Postal Code

[REDACTED]

Primary Phone

Alternate Phone

Helligar Consulting -Local As
Can Bee

Employer

CEO

Job Title

Business Consultant

Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

21

Burbank Registered Voter?

Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

My interest in serving on the Board of Library Trustees began with a lifelong love of reading and learning. My first work-study job in college was at a library, which gave me an early appreciation for the important role libraries play in strengthening communities and providing equitable access to information and opportunity. During my service on the Board, including my time as Chair, I have gained a much deeper understanding of the library's impact beyond books. Libraries serve as community hubs that provide educational resources, technology access, cultural programming, workforce development opportunities, and welcoming spaces for residents of all backgrounds. I remain committed to ensuring that our libraries are inclusive, accessible, and responsive to the evolving needs of our community. As a community leader, small business advocate, mentor, and nonprofit founder, I have developed strong relationships throughout Burbank and have learned how to bring people together around shared goals. I believe my experience, collaborative approach, and passion for community service allow me to contribute meaningfully to the Board's work and help ensure that the library continues to be a place where every resident feels represented, welcomed, and empowered. Serving on this Board has been one of the most rewarding experiences of my civic life, and I would be honored to continue contributing to the future of our library system and the community it serves.

Education

AS Certification Interior Drafting Design

Additional Pertinent Courses or Training

Other Pertinent Skills, Experience or Interests

In addition to my service on the Board of Library Trustees, I have developed extensive experience in community engagement, nonprofit leadership, strategic planning, and economic development. I currently serve in leadership roles within several community organizations and regularly collaborate with residents, educators, business leaders, nonprofits, and local government to advance initiatives that strengthen our community. My professional background includes business consulting, program development, marketing, fundraising, and mentorship. Through my work, I have helped small businesses, nonprofits, and community organizations develop sustainable growth strategies, create educational programs, and build meaningful connections with the communities they serve. I am also a lifelong learner and creative educator with interests in arts, crafts, gardening, literacy, and cultural programming. These interests have given me an appreciation for the diverse ways people learn, create, and connect. I believe libraries play a vital role in supporting lifelong learning, creativity, digital literacy, and community engagement for residents of all ages and backgrounds. My combination of governance experience, community leadership, collaborative problem-solving skills, and commitment to inclusion allows me to contribute thoughtfully and effectively to the work of the Board.

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

Trustee: 2021–Present Chair: 2023–2024 During my tenure on the Board of Library Trustees, I have worked collaboratively with fellow trustees, library staff, and community stakeholders to support library services, strategic initiatives, community engagement, and equitable access to resources for all residents. Serving as Chair provided valuable experience in board governance, public meetings, agenda management, consensus building, and policy oversight.

List Community activities in which you are involved:

Chair, Board of Library Trustees, City of Burbank (former Chair; current Trustee)- Board Chair, Burbank Chamber of Commerce- Founder and Consultant, Helligar Consulting, supporting businesses, nonprofits, and community organizations through strategic planning, economic development, and mentorship- Founder, The Destiny Education Project, promoting literacy, inclusive education, and youth mentorship programs - Founder, Local As Can Bee, supporting local small businesses and community economic development- Supporter of initiatives that promote diversity, inclusion, workforce development, and access to educational resources

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

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Yes No

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Library Board

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

My qualifications for continued service on the Board of Library Trustees are rooted in a combination of professional experience, community leadership, and direct governance experience. I have served on the Board of Library Trustees since 2021, including a term as Chair, where I gained valuable experience in public governance, policy oversight, strategic planning, budgeting, and community engagement. Professionally, I am a business consultant, entrepreneur, and nonprofit leader with experience in program development, marketing, strategic planning, fundraising, and organizational management. Through my consulting work, I help businesses, nonprofits, and public-serving organizations identify opportunities for growth, develop sustainable programs, and strengthen community connections. My educational and professional background has provided me with strong skills in leadership, collaboration, public outreach, and problem-solving. In addition, my work with literacy initiatives, youth mentorship programs, schools, small businesses, and community organizations has deepened my understanding of the diverse needs of our residents.

What are your goals in serving on this Board/Commission/Committee?

My goal in serving on the Library Board is to continue supporting a library system that is welcoming, accessible, and relevant to all members of our community. Throughout my service, I have been committed to helping ensure that people from diverse backgrounds feel represented and included in our libraries and understand that the library's resources, programs, and services are available to them. I am also excited about the future of Burbank's libraries, particularly the development of the new Civic Center Library. I strongly support this transformative investment and the opportunity it presents to create a next-generation library that serves as a hub for learning, innovation, technology, creativity, and community connection. I would also like to see the library continue to expand the valuable social services and community support programs it already provides. Libraries today play a critical role beyond books by connecting residents to educational opportunities, workforce resources, digital access, cultural programming, and community services. I am excited to help shape that future and ensure our libraries remain a cornerstone of an engaged, informed, and thriving Burbank community.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

What are your goals in serving on this Board/Commission/Committee?

Supplemental Questions (Infrastructure Oversight Board Only)

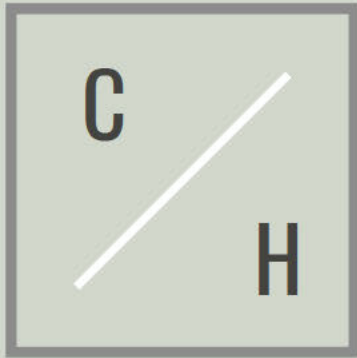
Acknowledgment

Please Read

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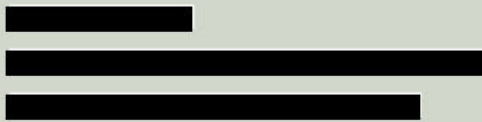
I Agree



CARMENITA HELLIGAR

INTERIOR DESIGNER

CONTACT



PROFILE

I am an experienced designer that specializes in red carpet events. I have designed residential, commercial and event spaces.

EXPERIENCE

LEAD EVENT DESIGNER

CARMENITA HELLIGAR EVENTS | FEB 2015 - PRESENT

- Prepared rough drafts and scale working drawings of event space, including floor plans, scenery, and properties to be constructed.
- Met with clients to determine location, set, and design requirements.
- Develop event designs, based on evaluation of client ideas, budgets, research information, and available locations.
- Attend rehearsals and production meetings to obtain and share information related to events.
- Confer with clients and staff to gather information about event space, proposed themes and content, timelines, budgets, materials, or promotion requirements.

PRODUCT DESIGNER

MOMMY'S STARLET | NOV 2004- JAN 2015

- Successfully developed, patented and introduced 2 children products to the market.
- Prepare sketches of ideas with detailed drawings and blueprints.
- Provide product schematics with turn-arounds for manufacturers to interpret product for manufacturing.
- Oversaw the crafting of short and long term marketing strategies that included ins-store banners, packaging catalogs, photo shoots, tradeshow and mass media advertisements

EDUCATION

INTERIOR DESIGN DRAFTING CERTIFICATION

MISSION COLLEGE | 2009 - 2010

HARD SKILLS

- Project Management
- AutoCad
- Technical Drawing
- Adobe Suite
- Web Design
- Budgeting

SOFT SKILLS

- Visualization
- Fluency of Ideas
- Critical Thinking
- Communication

Application Form

Profile

Jordan _____ C _____ Divecha _____
 First Name Middle Initial Last Name

 Email Address

 Home Address Suite or Apt

Burbank _____ CA _____ 91502 _____
 City State Postal Code

 Primary Phone Alternate Phone

Self-Employed _____ Founder _____ Entrepreneur & Advisor _____
 Employer Job Title Occupation

Which Boards would you like to apply for?

Art in Public Places Committee: Submitted
 Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

11 years

Burbank Registered Voter?

Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

I've lived in Burbank for 11 years and feel deeply connected to this city's creative and cultural identity. As a founder and entrepreneur working at the intersection of media, technology, and community, I want to contribute meaningfully to how Burbank grows, not just as a resident, but as an active civic participant.

Education

Bachelor of Business Administration, University of Miami, 2011 — Majors in Marketing and Entrepreneurship, minor in Music Business & Entertainment.

Additional Pertinent Courses or Training

Other Pertinent Skills, Experience or Interests

Music industry background (Sony, Warner, Universal); indie label founder and recording artist; podcast host (Everyday Innovation); entrepreneur and community builder in Burbank's creative-tech ecosystem.

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

n/a

List Community activities in which you are involved:

Burbank Chorale member; speaker and participant at several Burbank Tech Talks (Burbank Economic Development); active participant in Burbank Parks & Recreation programs.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

n/a

Conflict of Interest

Conflict of Interest:

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Yes No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Art in Public Places Committee

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

Bachelor of Business Administration, University of Miami, 2011 - concentrations in Marketing and Entrepreneurship, minor in Music Business & Entertainment. Over the course of my career I have worked at the intersection of art, commerce, and community - evaluating creative projects through both an artistic and commercial lens, developing artist branding and identity systems, managing distribution and production pipelines, and supporting artists in bringing their vision into the world at scale. My work across major labels (Sony, Warner, Universal) and independent ventures has given me a deep understanding of how creative work gets funded, positioned, and received by audiences. I also bring an entrepreneurial and design-informed framework to everything I do, understanding how to assess impact, allocate resources, and build sustainable creative ecosystems. Speaker, Burbank Tech Talks (2026).

What are your goals in serving on this Board/Commission/Committee?

My goal in serving on this committee is to be a meaningful touchpoint in Burbank's cultural vibrancy... to get to know and champion local artists, and to help ensure public art reflects the creativity and diversity of our community. I have a genuine joy for giving back and a deep desire to support and elevate art and media in the spaces where people live their daily lives.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Board of Library Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

Bachelor of Business Administration, University of Miami, 2011 — concentrations in Marketing and Entrepreneurship, minor in Music Business & Entertainment. My career has spanned digital media, content strategy, platform building, and entrepreneurship. As a podcast host, writer, and creator of educational content, I have a deep appreciation for how knowledge resources shape opportunity and community. I have received multiple grants from the City of Miami and at the national level for entrepreneurial education initiatives, demonstrating both my commitment to accessible education and my ability to develop programming with real community impact. I understand how to create and curate content that serves diverse audiences, and how to build platforms that make information accessible and engaging. I bring both a creative and strategic lens to how public institutions can evolve to better serve residents.

What are your goals in serving on this Board/Commission/Committee?

I believe strong communities are built on strong education and access to knowledge and libraries sit at the heart of that. As a researcher, writer, and creator of educational content, I have a personal investment in seeing Burbank's library system thrive. I'm excited about the reinvestment happening in this space, including the evolution of the Central library, which is walkable from my home. I'd love to be part of that evolution- helping shape a library system that serves as a hub for creativity, research, innovation, and community connection for generations to come.

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Please Read

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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree

Application Form

Profile

Derek

First Name

Heeren

Last Name

Middle
Initial[REDACTED]
Email Address[REDACTED]
Home Address

Suite or Apt

Burbank

City

CA

State

91505

Postal Code

[REDACTED]
Primary Phone

Alternate Phone

Amazon MGM Studios

Employer

Head of Localization
Operations

Job Title

Head of Operations

Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted

Length of time as a Burbank Resident:

23 years

Burbank Registered Voter? Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

As a recent graduate of Leadership Burbank class of '26, I'm excited to find new opportunities to connect with the community I've spent the last 9 months learning about. It's a community I care about deeply: my kids were born here, go to school here, participate in the Parks and Rec program, read in our libraries, and our family can often be found wandering around the Burbank mall or making a stop at Don Cuco's. I'd love the opportunity to get more involved in this community I've lived in for 23 years and give back to a city that has given so much to us.

Education

B.A. Theatre Arts Bethel College 2002 Arden Hills, MN (Now Bethel University)

Additional Pertinent Courses or Training

Leadership Burbank Class of 2026

Other Pertinent Skills, Experience or Interests

I have a degree in theatre, worked for the Garry Marshall Theatre (formerly the Falcon Theatre) for three years, was a director for Mary Poppins Jr. at William McKinley Elementary School this past spring, and am currently staging a one-man show that I wrote and am starring in at the Hollywood Fringe Festival. I'm excited about the written word, whether read silently or performed theatrically. Telling stories and sharing in those stories communally is a passion of mine. (And, not necessarily pertinent, but definitely an interest: I enjoy hiking, with the trails through the Verdugo Mountains providing some of my favorite views in all of Los Angeles.)

[Upload a Resume](#)

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

N/A

List Community activities in which you are involved:

Leadership Burbank 2026 Director of Mary Poppins Jr. at William McKinley Elementary School (2026) Assistant Coach Little League Baseball 2024

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

N/A

Conflict of Interest

Conflict of Interest:

Rules of law and ethics prohibit members from participating in and voting on matters in which they may have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Commission or Committee to which you seek appointment?

Yes No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

AB 1234 Training

Some Boards, Commissions, and Committees may receive City reimbursement for attending trainings or conferences. Therefore, under State Law, all members of the Board of Library Trustees, Burbank Water and Power Board, Infrastructure Oversight Board, Planning Commission, and Police Commission must receive at least two hours of ethics training, as prescribed by the Fair Political Practices Commission, within one year of appointment and once every two years thereafter.

First Choice

FIRST choice for Board/Commission/Committee appointment:

Board of Library Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

My background sits at the intersection of storytelling, operations, and cultural connection, which I believe maps directly to what the Board of Library Trustees is being asked to do right now. Professionally, I've spent nearly two decades in entertainment localization at companies including Deluxe Media, and Amazon MGM Studios where I currently serve as Head of Localization Operations. My work centers on making stories accessible across languages and cultures — including indigenous language projects such as the localization of Star Wars Episode IV into Navajo and an ongoing Cherokee Nation dub of The Rings of Power in partnership with the Cherokee Nation. At their core, these projects are about the same thing a great library is about: preserving voices, expanding access, and honoring the communities stories belong to. My creative background is equally relevant. I hold a B.A. in Theatre from Bethel College, worked for several years at the Garry Marshall Theatre in Burbank, and remain an active writer and performer. I've been a contributing writer on two compilations of original monologues (Teen Boys' Comedic Monologues That Are Actually Funny and Teen Girls' Comedic Monologues That Are Actually Funny, both edited by Alisha Gaddis). Most recently, I directed a school production of Mary Poppins Jr., and wrote and am starring in a one-man show premiering at the Hollywood Fringe Festival this June. I really gravitate to the new library's central vision: performing arts venues, a media lab, makerspaces, a public art gallery. Finally, having just completed Leadership Burbank's Class of 2026, I come to this application with a deepened understanding of how Burbank's institutions work and a genuine desire to contribute to them at a meaningful moment in this city's civic life.

What are your goals in serving on this Board/Commission/Committee?

My goals are tied directly to the moment Burbank's library system is in. With a new Central Library on the horizon, I want to help ensure that the vision for that building reflects the full creative and cultural breadth of this community. Burbank is an entertainment city, and its civic infrastructure should feel like it. Beyond the building, I want to be a voice for programming that treats the library as a living cultural institution rather than just a repository. One that brings people together around stories in all their forms, written, performed, and experienced. More broadly, I hope to bring the operational discipline of someone who has spent nearly two decades managing complex, multi-stakeholder workflows to a board that will be overseeing a significant and complicated construction and transition period.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

What are your goals in serving on this Board/Commission/Committee?

Supplemental Questions (Infrastructure Oversight Board Only)

Acknowledgment

Please Read

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I acknowledge that I have read the above, and by selecting 'Agree' I confirm that I have reviewed and understood the information above.

I Agree

Application Form

Profile

Arno _____ Dionysian _____
 First Name Middle Initial Last Name

 Email Address

 Home Address Suite or Apt

Burbank _____ CA _____ 91501 _____
 City State Postal Code

 Primary Phone Alternate Phone

Student _____ Student _____ Student _____
 Employer Job Title Occupation

Which Boards would you like to apply for?

Board of Library Trustees: Submitted
 Infrastructure Oversight Board: Submitted

Length of time as a Burbank Resident:

20

Burbank Registered Voter?

Yes No

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board, commission or committee?

I've been a member of this community all my life. I've spent my young adult life learning what I can about my city, and how my community makes the decisions it can. Through the last several months, I've watched my city make an effort to grow as disciplined as possible, while accomodating an inevitably growing city. I would love to contribute to that conversation, as both a lifelong resident and one who hopes to call Burbank home for the foreseeable future. I would love the opporunity to offer some input as someone who's both the beneficiary and cost-bearer of the decisions the city makes

Education

High school diploma, 2024. Currently studying economics, towards a bachelor's degree. In this capacity, I've learned rudimentary financial management.

Arno Dionysian

Additional Pertinent Courses or Training

Interesting in traffic engineering and transportation policy, in a non-professional capacity. While I have no hard technical experiencing in these fields, have a reasonable understanding of the topics at an amateur level, as a personal passion - not a career experience.

Other Pertinent Skills, Experience or Interests

I have no technical experience in urban planning or design and am not an expert in any engineering related field, I only have a strong layman's understanding of the city's infrastructure policy and capital improvement program - as a non-professional community member. No professional experience in financial management or fiscal no except any publicly available information on measure p and it's revin to the city.

Upload a Resume

Community Involvement

Specify current or prior service on a City Board, Commission or Committee, listing specific the specific Board, Commission, or Committee and dates of prior service.:

No prior service on City board or commission.

List Community activities in which you are involved:

I try to stay as active in my community as I possibly can. I volunteer at Burbank's Pride in the Park event and other community events. I keep up to date with local community organization events, and I do my best to keep up with Burbank's public input sessions, such as on the City's Central Library rennovation project, and others.

If you are related to any City of Burbank employee(s), please state their name(s), relationship(s), and department(s). If you are not related to a City of Burbank employee, please put N/A.

NA

Conflict of Interest

Conflict of Interest:

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Yes No

If you answer yes, explain in detail any potential conflicts in the same manner as required by the Fair Political Practices Commission's Statement of Economic Interests (Form 700). (If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk prior to submitting your application.)

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First Choice

FIRST choice for Board/Commission/Committee appointment:

Infrastructure Oversight Board

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.

I have no technical experience in urban planning or design and am not an expert in any engineering related field, I only have a strong layman's understanding of the city's infrastructure policy and capital improvement program - as a non-professional community member. No professional experience in financial management or fiscal no except any publicly available information on measure p and it's revin to the city.

What are your goals in serving on this Board/Commission/Committee?

I've seen the city council has spent the last several years doing its best to accommodate a growing city, in a way respectful to the concerns of residents worried their city is losing its charm. As someone who contributes to Burbank's infrastructure tax pool, and hopes to inherit the debts and progress of my city in the future, I hope to help advise council to spend our infrastrcutre dollars in a disciplined and reserved way. Over the last few years, it's become clear Burbank cannot rely on the support of governments above us to fund our infrastructure ambitions; Burbank will need to be more disciplined in the way we go about spending our Measure P dollars. Our Measure P dollars will have to support our infrastructure ambitions more independently. I would advise council to encourage more private-public partnership developments to the effect of growing our city in a financially disciplined way, in an ever more stringent funding environment. Anywhere we can apply the Central library's P3 model we should. Burbank will need to build now, and fast, while we can, to keep the benefit of funding we're awarded from the federal government before we lose access to the ever-fleeting dollars from above. I would recommend city council to build now, while we can - and spend what we can to maintain the infrastructure Burbank already has as opposed to new projects that may not be disciplined and receptive to the concerns of a worried taxpayer.

Second Choice

SECOND choice for Board/Commission/Committee appointment:

Library Board of Trustees

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position

I'm currently a bachelor's student working towards an economics degree. In this capacity, I've learned rudimentary financial management. I'm intimately familiar with the library's programs and services I've grown up in Burbank Libraries, participating in their summer reading programs and services anytime I had an assignment to get done I thought was tough. I have certifications in financial management courses and fiscal competence in budgeting and other accounting processes.

What are your goals in serving on this Board/Commission/Committee?

As someone who's spent a lifetime benefitting from the services of a world-class library system, I would love the opportunity to integrate Burbank library's services to Burbank schools. For example, Burbank Public Libraries offer a digital media program to any member of the public, in a digital media lab built into Burbank's Central Library. This is known as the Sparks Lab. I would encourage city staff to work directly with the BUSD, to encourage Burbank's digital media programs in Burbank's school to integrate them with an amazing public service block away on Orange Grove. I would encourage the city to connect the library's digital media services with BUSD's digital media programs and introduce students in animation, photography, and film programs to an indispensable public service in the media capital of the world. I've grown up in Burbank Libraries, participating in their summer reading programs and services anytime I had an assignment to get done I thought was tough. I would love the opportunity to integrate the services of Burbank Libraries into the BUSD to offer Burbank students the opportunity to use services that already exist - like the Sparks lab - to the greatest capacity there is. I understand the Burbank Central Library is undergoing a significant renovation into the Burbank Civic Center. I understand the Library board of trustees will have a significant role in guiding that process as the city takes input from the public community members, and decides how to go about one of the largest changes in Burbank services in recent memory. I strongly believe the greatest beneficiaries of the services the City offers are those that are not particularly aware of them. I would encourage the city to integrate input from the greatest beneficiaries of Burbank Public Library services, Burbank students. The City should ask the district to advertise the library's renovation to Burbank's student body, and encourage participation in the public input sessions that will dictate one of the most significant changes Burbank students will experience as - hopeful-lifelong residents of our city. maintain the feature that characterizes Burbank all over Southern California - our great city services.

Supplemental Questions (Infrastructure Oversight Board Only)

Question applies to Infrastructure Oversight Board

Please list your experience, knowledge and/or expertise with City infrastructure and affiliated processes and procedures for projects (both major and routine/regular) and maintenance.

I have a personal interest in urban planning and traffic engineering, and have done what I can to learn about my city in these spheres. I have no technical experience in the above fields. I have certifications in financial management courses and fiscal competence in budgeting and other accounting processes. I have a strong understanding of personal financial planning, and agency budgeting. I have a personal level passionate interest in traffic engineering, and urban planning as a citizen.

Question applies to Infrastructure Oversight Board

Please list your expertise and knowledge as it pertains to City infrastructure in any of the following areas (indicate which of the following apply and further explain each item below):

- Civil Engineering
- Architecture
- Project Management
- Urban Planning
- Traffic Engineering (including parking)
- Structures/Buildings
- Construction Management
- Budget/Financing
- Other related and pertinent experience

(Please type your response in the comment box below)

Question applies to Infrastructure Oversight Board

I have no technical experience in the above fields. I have a personal amateur level passionate interest in traffic engineering, and urban planning as an a resident.

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I Agree

Arno Dionysian

Arno Dionysian

Burbank, CA 91501

EXPERIENCE

City of Burbank, — Basketball Scorekeeper

September 2019 - February 2020

Recorded game progression for consecutive matches, over a collective 3 hour duration on any given work day.

Nick Schultz for State Assembly — Intern

June 2024 - November 2024

Interned for state-level campaign, spoke to voters, conducted policy research, regular office duties

- Communication (knocking on doors, talking to voters)
- Phone banking, canvassing
- Policy research

EDUCATION

Pasadena City College — Economics (AA-T)

May 2026 [Expected]

Burbank High School — High School Diploma

May 2024

Coursera, University of Geneva — Certificate of Completion

Received July 26, 2019

Understanding Financial Markets

VOLUNTEER WORK

Homenentmen Ararat, Glendale — Coach | Youth Teams

2019 - August 2019

Coached teams in youth leagues through multiple consecutive seasons of play.

PROJECTS

Burbank Student Alliance — President

An democratically operated lobbying body, with the chief goal of representing Burbank students to maintain a strong voice in our education.

SKILLS

- Experience with web page construction
- Proficient in Microsoft Excel
- Video Editing
- Fiscal Competence
- Leadership of small teams
- Understanding of Equity Market
- Saxophone | 6 Years

AWARDS

President's Award for Ed. Excellence

Received 2020

Nomination | American Legion Award.

Selected 2020

LANGUAGES

English - Fluent

Armenian - Fluent comprehension

Activities

Civil Air Patrol — *Cadet Airman Basic*

Active member of United States Air force Auxiliary cadet program, practice

- Military protocol
- Community service [in training to work on search/rescue ops.]
- Learn basic aerospace + mechanisms of space travel