

Maia Aman

From: Jeff Brauer
Sent: Thursday, August 4, 2022 2:27 PM
To: Maia Aman
Subject: FW: Board and Commission Member Information
Attachments: Board and Commission Member Handbook.docx

From: Dave Corliss <DCorliss@crgov.com>
Sent: Thursday, August 4, 2022 2:15 PM
To: Department Heads <DepartmentHeads@crgov.com>
Subject: Board and Commission Member Information

Department Heads - please share with all of your board and commission members - thanks !

To: Department Heads

From: David L. Corliss, Town Manager

Date: August 4, 2022

Re: Information to Board and Commission members

Please have your appropriate staff provide copies of this note to all of your Board and Commission members. Thanks.

To: Board and Commission members

Thank you for your service to the community. I want to make sure that you know about a handbook that has been prepared to aid in your board service to Castle Rock. The handbook is located on the Town's website at:

<https://crgov.com/2833/Board-Commission-Member-Welcome>

Also, please know that the Town is hosting an Appreciation Reception for all Town board and commission members at the PSM Millhouse on September 27, 2022 from 6pm to 7:30 p.m. A formal invitation will be coming prior to the event.