

# Ms. Michelle M. Overmeyer

August 22, 2019

Ms. Marilyn Dunn Gustafson, Chair of the Board of Trustees  
Monterey Peninsula College  
980 Fremont Street  
Monterey, CA 93940

Chair Gustafson,

Monterey Peninsula Community College District (MPC) provides opportunities for high quality instructional programs and a variety of activities benefitting residents of the Monterey Peninsula. I want to be a part of the leadership that keeps that going. I am a resident of Seaside, and I am interested in appointment to the Board of Trustees for Area 1.

For the last eight years I have been employed locally, at Monterey-Salinas Transit (MST). In my position I manage all aspects of the agency's local, state and federal grant contracts from beginning to end. I have more than 15 years of successful experience working with contracts and grants in both the public and private sectors. I manage deadlines, work with executive staff in all departments, and I have established good relationships with key business partners outside the agency. In 2012 I was recognized for my professional accomplishments and contributions to MST when I was named Employee of Year.

The MPC Board of Trustees #1 Governing Board Goal is *Student Access, Success, and Completion* through efforts like increasing diversity of the institution to more closely reflect our diverse community. Like the previous Area 1 Trustee, I am a female, Latina, working professional. I am a life-long resident of California and a college graduate. With my education and background, I would be an excellent representative for Area 1 to help MPC meet its goals. My unique background and skill set would be a great addition to MPC's Board of Trustees. I look forward to the opportunity to share more information about myself at your upcoming board meeting.

Sincerely,



Michelle Muller Overmeyer

# Ms. MICHELLE OVERMEYER

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If additional space is required to supply your employment background, please upload a separate document. (MS Word or PDF format required)

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## Public & Community Service

*\*Special Note: Information from this section will be published as part of the applicant's package for public review.*

### Organization

**Name** Monterey Bay Soccer Club **Phone** 831-747-1143

### Address

**Street Address** 950 Casanova Ave. **City, State, Zip** Monterey, CA 93940

**Details**

**Role** Director of Grants and Fundraising **From** 2015 **To** 2018

**Responsibilities**

Securing funds for the local, non-profit sports league offering soccer programs

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**Organization**

**Name** Monterey Bay Charter School **Phone** 831-655-4638

**Address**

**Street Address** 1004 David Ave. **City, State, Zip** Pacific Grove, CA 93950

**Details**

**Role** Parent volunteer **From** 2017 **To** 2019

**Responsibilities**

Assisted with school events, helped the teacher in the classroom, field trip chaperone

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**Organization**

**Name** Not answered **Phone** Not answered

**Address**

**Street Address** Not answered **City, State, Zip** Not answered

**Details**

**Role** Not answered **From** Not answered **To** Not answered

**Responsibilities** Not answered

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**Organization**

**Name** Not answered **Phone** Not answered

**Address**

**Street Address** Not answered **City, State, Zip** Not answered

**Details**

**Role** Not answered **From** Not answered **To** Not answered

**Responsibilities** Not answered

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**If additional space is required to supply your public and community service background, please upload a separate document. (MS Word or PDF format required)**

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## Supplemental Questions

**(Please limit your responses to 300 words or less.)**

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**1. Please state why you are seeking appointment to the Monterey Peninsula Community College District Board of Trustees.**

I enjoy living on the Monterey Peninsula, and I want to give back to my community. I understand the value of higher education and want to be an advocate for my community by using my skills and experiences to contribute to board decisions that impact my neighbors. I can represent Area 1 in the MPC district as an average everyday resident with a full-time job outside the home, who has a family to support and bills to pay. I know current and past MPC students who share my same responsibilities and attend classes. I understand the value of higher education through many sacrifices I made, as well as the benefits I have enjoyed as a college graduate. I want to be an advocate for my community and support others who are on the same path.

**2. Please describe your willingness and availability to participate in MPC regular board meetings, MPC special board meetings, MPC events outside of scheduled board meetings, and trustee conferences.**

Upon appointment, I am committed to attending regular monthly board meetings, special meetings, and outside events and conferences. I understand the importance of preparing for board meetings by becoming familiar with MPC policies, operating budget, and other critical documents. I also understand the importance of arriving to meetings, on time, prepared and having already reviewed the staff reports.

I am willing to take on the time commitment and financial considerations required for the position. I have a full-time job, so I will need to coordinate with my employer to allow for me to use personal leave to attend to MPC business.

**3. Please describe your past and current involvement with MPC, if any.**

As a college graduate and working professional, I am always looking for learning opportunities to continue my education. I am happy that MPC offers a variety of evening courses tailored to the working class in our community. I was able to take Business 1A in fall 2018 as a personal interest course at the MPC Education Center in Marina. I had a great experience, and Professor Craig Roberts made a rather dry topic interesting and relatable to everyday life.

I am also familiar with MPC as a presence and partner within our community. I occasionally visit the weekly Farmer's Market held at the main campus. I have also had the pleasure of visiting the athletic facilities. The partnerships that MPC has with City of Monterey Recreation Department and the Boys and Girls Club of Monterey are commendable. I find the use of the athletic fields for local youth sports camps to be a great way to introduce our children to higher education in a fun way.

The staff and administration at MPC continue to improve and advance the institution as a valuable resource to our community, and I look forward to future involvement.

**4. Please describe your involvement with any other community or business activities that you believe are relevant to the role of a member of the MPC Board of Trustees.**

I am employed with Monterey-Salinas Transit (MST), the public transit agency serving Monterey County and the students of MPC. MST and MPC very recently began a partnership which allows students to board MST buses free of charge at MPC bus stops. As the agency's only grants staff, I am familiar with these community benefits and financial arrangements. Also as MST's sole staff managing grants, I am very familiar with the grant world as it relate to an organization's solvency. In that regard, my professional experience is relevant to the role of trustee.

I previously volunteered my time serving on the Board of Directors for the Monterey Bay Soccer Club (recently re-branded as Monterey Surf Club). I held the position Director of Grants and Fundraising for three years and helped the local non-profit generate revenue for its youth sports programs. In the capacity of a board member, I was responsible for reviewing the agency's financials and making policy decisions. These experiences are directly relevant and transferable to the role of the MPC Board of Trustees.

**5. What is your view of the role and responsibilities of a community college trustee?**

The role of a community college trustee is to lead the organization with forward-thinking policy decisions to carry out the mission and goals. In order to do so, a trustee needs to be well-informed, use critical thinking and analytical skills, and support the Superintendent/President and staff. Effective leaders have a responsibility to be prepared, ask questions, and make decisions based on the best interest of the institution.

**6. Please describe your experience with the Brown Act and parliamentary procedures.**

The purpose of the Brown Act and parliamentary procedures is to ensure that business is conducted in an orderly, open and transparent manner with public input. I work for a special district governed by a Board of Directors who are elected officials from each incorporated city within Monterey County and one County Supervisor. The Board is subject to the Brown Act and parliamentary procedures, so I am familiar with the rules and restrictions.

**7. What skills and experience do you have to help us achieve our [Governing Board Goals for 2019](#)?**

I have years of experience reviewing budgets, analyzing demographics and reviewing policies. For the last eight years I have been employed locally, at MST. In my position I manage all aspects of the agency's grants, including writing proposals, executing grant agreements, monitoring and reporting, and processing reimbursements to keep the agency's cash flow positive. I have been managing between 25 and 40 active grants at any one time, and I am currently managing over \$60 million in active grant awards. I prepare the agency's capital budget each fiscal year, which is in the range of \$15-\$50 million depending on the capital projects for the year. Additionally, my past involvement on the Monterey Bay Soccer Club Board of Directors provided me with experience in supporting and directing staff to carry out the agency mission. My organizational, analytical and communication skills are easily transferable to helping MPC achieve the seven Governing Board Goals.

**8. In your opinion, what are some of MPC's greatest needs and how would you help MPC meet those needs?**

Most public agency needs come down to funding. More courses could be offered, staff and faculty salaries could be increased, additional academic counselors could be provided, and facilities could be updated. All these changes could improve MPC as a resource to our community, but they all come with an expense. My background in grants administration would be an asset to MPC. As a Trustee I would help secure funding through grants and fundraising. I am also committed to supporting staff as much as possible in these endeavors.

**9. How would you engage the community to understand the needs of the institution?**

Over the years that I have lived and worked in the Monterey Bay Area, I have made connections in our community. My involvement in youth sports, the public schools, and my work have introduced me to so many community members including current and past MPC students. As a Trustee I would advocate for MPC and support the institution any way I can through these community engagements. I would seek support from these community members for any MPC needs, as well.

**10. What does diversity mean to you, and why is this important?**

Diversity means celebrating our difference while recognizing our common values. Ethnicity, gender, sexual orientation, socioeconomic status, education level, language and physical appearances are all part of diversity. The Monterey Peninsula is a diverse community in all these ways. It is important for the diversity of our community to be considered in governing policies that have an impact on current and future generations.

For me personally, I am a woman of Mexican heritage who came from a low-income household with parents who did not attend college. I did not have the inherent advantages that some other families enjoy. Diversity is important to me because it means considering the perspectives of others who have different backgrounds. I have become a successful member of our society despite the disadvantages in my background because California tends to be on the progressive side of supporting diversity. Even so, there is more work to be done. Making decisions that affect our community should always be inclusive, and it is best if the governing boards are also diverse- with representation from women, minorities, low-income and the LGBTQ communities.

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## Supplemental Documents

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**Please upload your cover letter addressed to the Chair of the Board of Trustees, Ms. Marilyn Dunn Gustafson. (MS Word or PDF format required)**

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## Disclaimer and Certification

***I understand that I may not be an employee of the district and serve as a member of the board. I certify that I meet all eligibility requirements. [To be eligible, an individual: must be at least 18 years old; must be a registered voter in, and a resident of, Trustee Area 1 (Seaside/Sand City, California); and must not be disqualified from holding civil office by the Constitution or any law of the state.]***

**I agree with this statement**