

# ***Invitation to Apply for OCBA Board of Directors***



**Attach professional biography or cv and send with the completed nomination form to:**

Mei Tsang, Nominating Committee Chair  
c/o Orange County Bar Association  
PO Box 6130  
Newport Beach, CA 92658

Or via e-mail: [JMazo@ocbar.org](mailto:JMazo@ocbar.org)

**DEADLINE: All nominations must be received by 5:00 p.m.,  
Monday, June 10, 2024.**



***Invitation to Apply for OCBA  
Board of Directors  
&  
Office of Secretary***

Qualified individuals are now being sought to run for open seats on the Orange County Bar Association's Board of Directors for three-year terms beginning January 1, 2025.

Nominations are being accepted for three seats for Directors At Large. All active attorney OCBA members are eligible to run for the Director At Large seats on the Board, regardless of the location of their principal office.

Nominations are also being accepted for the Office of Secretary. The individual elected as Secretary will serve a one-year term in that office beginning January 1, 2025. This is a multi-year commitment. Following their year as Secretary, the individual will be expected to continue to serve on the Executive Committee in the following capacities: Treasurer (2026), President-Elect (2027), President (2028), and Immediate Past President (2029).

Applications should be submitted to the OCBA Nominating Committee, c/o OCBA, P.O. Box 6130, Newport Beach, CA 92658 or e-mailed to [JMazo@ocbar.org](mailto:JMazo@ocbar.org).

All nominations must be received no later than 5:00 p.m. on Monday, June 10, 2024. The application form is attached and is also available online at [www.ocbar.org](http://www.ocbar.org). The Nominating Committee, chaired by President-Elect Mei Tsang, will meet in July to select the slate of candidates for the OCBA election in the fall.

**Deadline: All nominations must be received by  
5:00 p.m., Monday, June 10, 2024**



# BOARD OF DIRECTORS NOMINATION FORM

## NOMINEE INFORMATION

Nominee Name: \_\_\_\_\_

Nominee Firm: \_\_\_\_\_

Nominee Address: \_\_\_\_\_

Nominee City/ZIP: \_\_\_\_\_

Nominee Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Nominee State Bar #: \_\_\_\_\_

For the following seat:

Director at Large       Secretary

Number of Years as an OCBA Member: \_\_\_\_\_

Principal Area of Practice: \_\_\_\_\_

OCBA Committee Memberships: \_\_\_\_\_

OCBA Committees Chaired/Vice Chaired: \_\_\_\_\_

OCBA Section Memberships: \_\_\_\_\_

OCBA Section Leadership Positions Held: \_\_\_\_\_

\_\_\_\_\_

OCBA Young Lawyers Division Experience: \_\_\_\_\_

OCBA Masters Division Experience: \_\_\_\_\_

Other Board Experience: \_\_\_\_\_

Other OCBA Projects: \_\_\_\_\_

OCBA or OCBACF events attended or sponsored in 2023/2024: \_\_\_\_\_

Previous OCBA Board Terms Served: \_\_\_\_\_

Community & Civic Service: \_\_\_\_\_

Membership and Offices Held in Other Bar Associations:

**Financial and Investment Expertise:**

**Please provide three professional references (name, phone and email):**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Finally, please review and sign the Board of Directors Responsibilities and Expectations form on the following page.



**ORANGE COUNTY BAR ASSOCIATION  
BOARD OF DIRECTORS  
RESPONSIBILITIES AND EXPECTATIONS**

The mission of the Orange County Bar Association is to enhance the system of justice, to support the lawyers who serve it, and to assist the community served by it.

1. The major role of the OCBA's Board of Directors is to set policy for the organization, oversee finances, and determine the viability of programs and projects. Each board member is expected to actively support the OCBA's mission, programs, and activities. Decisions made in good faith by the OCBA Board of Directors are protected by a Director's and Officer's Liability policy.
2. Each new board member is expected to attend an orientation session and should become familiar with the contents of the policy manual. Additional information can be sought from the Executive Director or the President as the year progresses to ensure full participation in board deliberations and activities.
3. Each OCBA board member is expected to attend: 1) monthly board meetings; 2) the Annual Judges' Night event on January 16, 2025; 3) OCBA Board retreat and 4) OCBA member socials and other OCBA sponsored activities. Board meetings are typically scheduled for the fourth Wednesday of each month at 5:00 p.m. at the bar office, lasting about an hour and a half. Occasionally alternate dates are selected, due to holiday schedules and other conflicts.
4. Board members may be appointed to serve on up to three committees. A list of committees can be found at [www.ocbar.org](http://www.ocbar.org) If there is a particular committee or committee(s) that you would be interested in serving, please list them here:

- 
5. Each OCBA board member is expected to prepare for and participate in board meetings, which includes being knowledgeable about related materials, being prepared to develop and/or articulate OCBA policy, asking substantive questions, and/or suggesting agenda items when appropriate.
  6. Each OCBA board member is expected to attend and participate in the two OCBA Charitable Fund events, which include the annual golf tournament and the Annual Benefit.
  7. Nominees must be current OCBA members and must maintain their membership throughout their board service. Each board term is for three years.

I understand the OCBA's mission and board responsibilities and am willing to be considered by the Nominating Committee for the Board of Directors.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Attach nominee's biography or cv and send with the completed nomination form and signed Board of Directors Responsibilities and Expectations form to:

Mei Tsang, Nominating Committee Chair  
c/o Orange County Bar Association  
PO Box 6130  
Newport Beach, CA 92658

Or via e-mail: [JMazo@ocbar.org](mailto:JMazo@ocbar.org)

**Nominations must be received by: 5:00 p.m. on Monday, June 10, 2024**