

# CITY OF HIGH POINT

## AGENDA ITEM



**Title: Appointments/Reappointments – Theatre Advisory Board**

**From:** City Clerk's Office

**Meeting Date:** June 17, 2019

**Public Hearing:** N/A

**Advertising Date /**

**Advertised By:** N/A

**Attachments:** Applications

**PURPOSE:**

To reappoint Ken Mickey to the Theatre Advisory Board and appoint Leslie Graham to the Theatre Advisory Board

**BACKGROUND:**

Council Member Wesley Hudson, Council Liaison to the Theatre Advisory Board, is recommending the following appointments/reappointments to the Theatre Advisory Board.

Reappointment of Ken Mickey. Appointment will be effective immediately and will expire 6/1/2022.

Appointment of Leslie Graham. Appointment will be effective immediately and will expire 6/1/2022. Ms. Graham will be replacing George Harris whose term has expired.

**BUDGET IMPACT:**

N/A

**RECOMMENDATION / ACTION REQUESTED:**

Council is requested to confirm the reappointment of Ken Mickey and the appointment of Leslie Graham to the Theatre Advisory Board.

### Profile

LESLIE

First Name

GRAHAM

Last Name

lgraham@pricecompro.com

Email Address

1738 N Hamilton St #D

Street Address

Suite or Apt

High Point

City

NC

State

27262

Postal Code

### What district do you live in? \*

Within High Point Corporate Limits

Home: (336) 655-4268

Primary Phone

Mobile: (336) 878-7554

Alternate Phone

Ed Price&Associates-Price  
Commercial-HPC Property Mgmt

Employer

### Which Boards would you like to apply for?

Theatre Advisory Commission: Submitted

1

Ward you reside in?

### Interests & Experiences

**Please list any work, volunteer, and/or educational experience that you would like us to consider in the review of your application.**

Work: Ed Price & Associates Realtors & Open Door Ministries; with both, I have been actively involved in the community Currently Volunteer: HP Theatre, Reading Connections

[LEG\\_Resume\\_03122019.docx](#)

Upload a Resume

### Have you participated in Leadership High Point?

Yes  No

2011

If yes, please list the year in which you participated in Leadership High Point:

**Gender**

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Female

# LESLIE E. GRAHAM

Mobile (336) 655-4268

[Lgraham1738d@gmail.com](mailto:Lgraham1738d@gmail.com)

REAL ESTATE // PROPERTY MANAGEMENT // EXECUTIVE ASSISTANT

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## SKILLS

### LICENSES

- State of North Carolina Real Estate Broker
- State of North Carolina Notary Public

### ORGANIZATIONAL SKILLS

- Project Management
- Program Development
- Strategic Planning
- Building Relationships
- Real Estate Analysis
- Non-profit Marketing Techniques
- Coordinating Volunteers
- Leadership and Management
- Public Speaking
- Oral Communication

## RELEVANT EXPERIENCE

### PRICE COMMERCIAL PROPERTIES/HPC PROPERTY MANAGEMENT, High Point, NC

*Director of Business Development/Executive Assistant: August 2017-present*

- Provide administrative and executive assistant duties to the President, CFO, and Broker-In-Charge of commercial real estate and property management companies.
- Create, organize, and maintain documentation and records in accordance with NC Real Estate Commission regulations, rules, and doctrines and company policy.
- Represents company at local community and civic activities and events.

### OPEN DOOR MINISTRIES OF HIGH POINT, INC., High Point, NC

*Director of Donor Services/Executive Assistant: May 2008-August 2017*

- Establish and manage donor relations program that tracks donations, acknowledgments, and recognitions.
- Maintain on-going communications and continued cultivation of past and current donors.
- Collaborate with Agency Board of Directors and Advisory Board to create unique programs and materials to increase donors and donor database.
- Represent the Agency and local United Way as a Loaned Executive during the United Way of Greater High Point Corporate Campaign and Appeal.
- Provided leadership with fundraising, development and administrative leadership in all day-to-day operations of the Agency.
- Prepare and present marketing and networking endeavors and fundraising development presentations and communications.
- Supervise, lead and schedule administrative staff and volunteers and customer relation activities.

### ED PRICE & ASSOCIATES, REALTORS, High Point, NC

*Executive Assistant: June 2003-April 2008*

- Provided administrative and assistant duties to the President, CFO, and Broker-In-Charge of residential and commercial real estate property.
- Created, organized, and maintained documentation and records in accordance with NC Real Estate Commission regulations, rules, and doctrines and company policy.
- Planned and scheduled appointments, meetings, and travel arrangements for President.
- Performed three years of rotational on-site sales duty at company-represented subdivisions and work sites.
- Represented company at local community and civic activities and events.

# LESLIE E. GRAHAM

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## BOARD MEMBERSHIP AND ACTIVITIES

- High Point Theatre
- American Red Cross
- Cornerstone Healthcare Foundation
- Fireman's Relief Fund
- Reading Connections
- EV Homeowners Association Board of Directors
- Maranatha Fellowship Church
- (former) Habitat for Humanity
- (former) The ARC of High Point
- (former) Mental Health Associates of the Triad
- (former) The Alzheimer's Association
- (former) American Cancer Society
- (former) Leslie's House - emergency/crisis shelter for homeless women

## EDUCATION

UNIVERSITY OF CONNECTICUT, Storrs, CT

GUILFORD TECHNICAL COMMUNITY COLLEGE, Jamestown, NC