

Tammy A. Franklin
314 Timberline Circle

WHP BOD Resume/Bio



BACKGROUND & PROFESSIONAL PROFILE

My husband, Mark, and I are residents of Carroll County, Maryland. We have three adult children and seven grandchildren. We bought our property at White Horse Park in May of 2006. Our family has loved the community from the very first day. Our grandchildren learned to swim in our community pool at WHP – we have created so many wonderful memories over the past eighteen years and look forward to making many more.

I have served on the Board for the last three years and feel I have made a positive impact on the community and have contributed to many improvements. I believe WHP is moving in a good direction and would like to ensure our continued motivation. So, I am running for a seat on the Board at WHP again this year and would like your vote. My professional work and volunteer experience makes me an excellent candidate for the Board and I would continue to work very hard for WHP Homeowners.

I am a certified paralegal/executive legal secretary with more than twenty years of management experience and an excellent team player who is very organized, able to prioritize, perform multiple tasks and work independently. I am also a creative problem solver with the ability to resolve conflict and improve morale.

PROFESSIONAL WORK AND VOLUNTEER EXPERIENCE

WHP Board of Directors: General Member 2021-2022; Vice President 2022-2023 and 2023-2024

During my first year on the WHP BOD, I submitted a proposed By-Laws Amendment **taking away BOD authority** to get involved in litigation where WHP is NOT specifically named a defendant, **without Homeowners' informed consent** (Article VI, The Board of Directors, Section 12). My proposed By-Laws Amendment was voted into effect by WHP Homeowners in June 2022. I believe stripping this power from all WHP Boards, present and future, and giving WHP Homeowners more say in what happens here at WHP was extremely important and an accomplishment I am very proud of. I have helped coordinate and plan more WHP community events than ever before, helping to bring the community together and improving community morale. I continue to promote efforts to improve the value in WHP properties by maintaining and improving our office, guardhouse, bathhouses, clubhouse, marina, pool and infrastructure, all while voting for fiscally responsible spending. I believe we have come a long way in the past three years, and I would like to keep things moving in a positive direction.

Certified Paralegal/Executive Legal Secretary

I have worked in the legal field for over twenty years providing legal assistance to senior partners and associate attorneys in areas of law including personal injury, insurance defense, civil litigation, estate planning and probate, corporate and government contracts. I maintain and manage clients' files,

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WHP BOD Resume/Bio Continued

transcribing, composing, proofreading, editing and filing complex pleadings, petitions, applications and correspondence to clients, witnesses, counsel and courts. I record and maintain billable hours and billing statements. I have managed and maintained bookkeeping including processing firm expense invoice payments and bank deposits, recording and maintaining employee payroll and benefits data. I coordinate and maintain crucial operational communications daily.

Manager of Service/Retail Business

Prior to transitioning to the legal field, I managed a service/retail business with a staff of approximately twenty-five. I interviewed, hired and trained employees. Terminated employment when necessary, managed employee payroll, maintained retail and operations inventory, work schedules and customer appointments.

Planning Committee Chairman, American Cancer Society's Relay For Life

The American Cancer Society and its Relay For Life is a charity/fund raising event that is very close to my heart. I have been participating since 1999 when I lost my brother to cancer – he was thirty years old and left three little girls with no daddy. As Chairman of the Planning Committee, I recruited and organized a leadership team and coordinated their services. I produced monthly newsletters for ongoing communication between leadership team members and other participants. I arranged and held monthly meeting/training sessions for team members. I also researched and contacted prospective corporate sponsors for the event.