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OFFICE OF THE
MAYOR

MURIEL BOWSER

OCT 20 2016
MAYOR

The Honorable Phil Mendelson
Chairman
Council of the District of Columbia
John A. Wilson Building
1350 Pennsylvania Avenue, NW, Suite 504
Washington, DC 20004

Dear Chairman Mendelson:

In accordance with section 2 of the Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01 (2014 repl.)), and pursuant to section 4 of the Commission on the Arts and Humanities Act, effective October 21, 1975 (D.C. Law 1-22; D.C. Official Code § 39-203 (June 2016 Supp.)), which established the Commission on the Arts and Humanities, I am pleased to nominate the following person for appointment:

Ms. Haili C. Francis
5044 8th Street, N.E.
Washington, DC 20017
(Ward 5)

as a member of the Commission on the Arts and Humanities, to replace Rogelio Maxwell, for a term to end June 30, 2019.

Enclosed you will find biographical information detailing the experience of Ms. Francis, together with a proposed resolution to assist the Council during the confirmation process.

I would appreciate the Council's earliest consideration of this nomination for confirmation. Please do not hesitate to contact me, or Steven Walker, Director, Mayor's Office of Talent and Appointments should the Council require additional information.

Sincerely,

Muriel Bowser


Chairman Phil Mendelson
at the request of the Mayor

A PROPOSED RESOLUTION

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

Chairman Phil Mendelson, at the request of the Mayor, introduced the following resolution,
which was referred to the Committee on _____.

To confirm the appointment of Ms. Haili C. Francis as a member of the Commission on the Arts
and Humanities.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, that this
resolution may be cited as the "Commission on the Arts and Humanities Haili C. Francis
Confirmation Resolution of 2016".

Sec. 2. The Council of the District of Columbia confirms the appointment of:

Ms. Haili C. Francis
5044 8th Street, N.E.
Washington, DC 20017
(Ward 5)

as a member of the Commission on the Arts and Humanities, established by section 4 of the
Commission on the Arts and Humanities Act, effective October 21, 1975 (D.C. Law 1-22; D.C.
Official Code § 39-203), to replace Rogelio Maxwell, for a term to end June 30, 2019.

Sec. 3. The Council of the District of Columbia shall transmit a copy of this resolution,
upon its adoption, to the nominee and to the Office of the Mayor.

Sec. 4. This resolution shall take effect immediately.

Haili C. Francis

EDUCATION

University of Southern California, Los Angeles, CA

- Masters Candidate, Museum Studies-Harvard University **Current – May 2018**
- Graduate Certificate in Non Profit Management and Policy **Dec. 2012**
- Bachelor of Fine Arts (Dean's List) **May 2008**
- NYC Study Design Tour **Spring 2007**
- Semester Abroad, Cortona, Italy **Fall 2007**

WORK EXPERIENCE/ INTERNSHIPS

Smithsonian Institution Traveling Exhibition Service, Washington, DC

January 2015 – Current

Advancement Associate

- Raise a minimum of \$1 million annually through corporate, private and foundation funds to travel exhibitions and make the Smithsonian accessible to communities throughout America.
- Prepare presentations and assist with special donor events and engaging activities for board meetings
- Analyze and manage donor profile data within CRM, and conduct donor stewardship/engagement activities
- Work alongside project managers in development and execution of exhibition concepts and special projects
- Conduct prospect research, attend exhibition openings and professional development courses/events

Georgetown University, Washington, DC

March 2014 – January 2015

Special Projects Coordinator, Digital Communications and Events

- Developed the interactive version of the Beeck Center's seminal publication, Funding for Results, including content migration and population, and collaborated with programmer on microsite layout, design functionality
- Worked with Director of Engagement to execute strategic communications plan for the White House convening "A New Paradigm for Government: Adopting an Outcomes Mindset" in addition to the launch of the Beeck Center publication, "Smarter Government For Social Impact: A New Mindset For Better Outcomes"
- Managed lists of internal and external stakeholders and press for email marketing and communications campaigns. Designed presentations and social media assets to promote Beeck Center thought leadership

Smithsonian Institution, Washington, DC

Fall 2013

Intern, Campaign Volunteer Management/Smithsonian National Board

- During \$1.5 institution-wide campaign, assisted with the logistical planning and execution of high level, multi day events for the pan-national Smithsonian National Board (SNB) Meeting, New Member Orientation and 10th Annual Alumni Meeting
- Assisted with tour coordination for SNB members and guests and provided on site support
- Prepared informative Smithsonian presentation for board member to present before an audience
- Prepared briefing materials, drafted itineraries and assisted with other SNB focused stewardship and solicitation activities
- Assisted Corporate Membership Program Manager with holiday stewardship activities for corporate clients

Independent Contractor, Los Angeles, CA

November 2012-Present

Strategy Consultant

- Conducts needs assessment of the organization through interviews, surveys and focus groups among executives, managers staff and customers. Completes PEST and SWOT analysis, Life Cycle Analysis and Porters Five Forces Analysis
- Prepares summary reports that describes all aspects of analyses and presents finding to managers and executives. Creates goals, tactics and strategies that are aligned with the vision and mission to yield measurable results
- Develops, executes and implements comprehensive strategic plan and monitors results of strategic plan

University of Southern California

Dec. 2009 – Oct. 2013

Student Services Advisor, Financial Aid/Admission

- Evaluated student applications for \$190 million University grant in addition to scholarships and loans
- Corresponded through phone, email and in person consulting to approximately 20,000 students on annual basis
- Managed represented USC Admission/Financial Aid Office at various events and gives audio/visual presentations to departments and organizations on and off campus and co-facilitate USC admission recruiting programs

Haili C. Francis

The Bernard and Shirley Kinsey Foundation for the Arts and Education

January 2009-Present

Los Angeles, CA Research Assistant and Grants Manager

- Conduct high level prospect research for prospective funding and draft/edit grant proposals to secure generous donations from major corporate sponsors and foundations
- Create presentations and talking points for nationwide speaking engagements and help manage media contacts and guest lists for local and national events. Maintain records of media interviews/press conferences
- Conducted research on artists, artwork and historical documents in the national award winning, largest private African American art collection: The Kinsey Collection. Wrote didactics published in The Kinsey Collection book, which was adopted into Florida's K-12 statewide curriculum, was used in conjunction with an international exchange program in China.
- Coordinate Kinsey Collection book sales of over 22,000 copies to date, and assist with business operations as needed and accompany founders to various local and national social events, art auctions, exhibition openings and fundraisers, such as the Smithsonian National Museum of American History and EpCot Center

Los Angeles County Museum of Art, Los Angeles, CA

March 2009 – May 2011

Member, Museum Services Council

- Worked at special museum events such as donor recognition receptions and College Night and promoted the Museum programs, permanent collections and premiere exhibitions.
- Provided vital business support to the museum by facilitating membership sales and renewals through participation in the Visitor Service Weekend Committees and the Membership Renewal Committee

USC Senior Seminar Art Exhibition: United Field, Downtown - Los Angeles, CA

Spring 2007

- Participated in group show by displaying an oil painting created in Italy, during semester abroad
- Served as a gallery attendant, created catalogue of works for the show and participated on curatorial committee

L'Accademia Di Cortona, Cortona, Italy

Fall 2007

Artist & Docent

- Participated in group show by displaying an oil painting created in Italy, during semester abroad
- Served as a docent for museum goers once show was installed and participated on de-installation committee

The Getty, Los Angeles, CA

Jun. 2006-Aug. 2006

Intern, California African American Museum

- Worked directly with the Registrar to electronically catalogue newly acquired pieces into the permanent collection
- Archived Howard Morehead Photography Collection
- Worked directly with the Visual Arts Curator during the process of coordinating new exhibitions and
- Conducted research on art
- Assisted museum Registrar and Curator with acquiring work, reframing works, and curating "Personal Treasure of Bernard and Shirley Kinsey" exhibition

VOLUNTEER/LEADERSHIP ACTIVITIES

American Alliance of Museums - 2017 National Program Committee

Association of Fundraising Professionals, Member 2013 – current

Alpha Kappa Alpha Sorority, Inc. Fine Arts Committee Chair Current; So. Cal. Cluster Conference Planning Co-Chair, 2011; Regional Conference Public Relations Committee-Current

U Grow Girl Circle of Thought, Leading Lady 2011, 2012 Award recipient from US Senate and California State Assembly(Keynote/Motivational Speaker 2009) 2009-2013

Emerging Young Leaders, Mentor/Assistant Activities Coordinator 2011-Current

MAK Architect Center, Architectural Docent 2008

Museum of Contemporary Art Suzanne Lacey Project, Volunteer Summer 2007

Neighborhood Academic Initiative-USC, Art Teaching Assistant - Summer 2006

LANGUAGES

Intermediate-Spanish; Beginning/Intermediate-Italian



Executive Office of the Mayor - Office of Talent and Appointments
John A. Wilson Building | 1350 Pennsylvania Avenue, Suite 600 | Washington, DC 20004

Haili C. Francis



Haili C. Francis is an Advancement Associate for the Smithsonian Institution Traveling Exhibition Service.

Ms. Francis served with The Bernard and Shirley Kinsey Foundation for Arts and Education where she conducted research for one of the world's largest private African-American art exhibits, The Kinsey Collection. Ms. Francis' research and didactics were published in The Kinsey Collection book in 2010, which was adopted into Florida's K-12 statewide curriculum, and was used in conjunction with an international student exchange program with Crenshaw High School students in China. Ms. Francis also assisted with securing a \$300,000 corporate sponsorship to support The Kinsey Collection's nationwide tour to museums and cultural institutions, such as the Smithsonian National Museum of American History, Norton Museum, EpCot Center, and many more. In February 2015, Ms. Francis represented The Kinsey Foundation during the American Alliance of Museums' annual Museums Advocacy Day in Washington, DC, where she met with Congressional leaders from California and Florida to discuss critical funding for America's museums.

Ms. Francis's core interests are in broadening access to museums through civic engagement and inclusion strategies for historically underrepresented groups. While attending the University of Southern California, Ms. Francis completed a Smithsonian internship in the central Office of Advancement and subsequently joined the Beeck Center for Social Impact and Innovation at Georgetown University where she worked on digital engagement for strategies and special projects. In 2016, Ms. Francis joined the Smithsonian Institution Traveling Exhibition Service as an Advancement Associate, and, as her studies continue, she is thoughtfully writing on expanding the role of the museum along with global engagement strategies that are rooted in innovation, technology, and design thinking.

A Ward 5 resident, Ms. Francis received a Bachelor of Fine Arts from the University of Southern California and is currently a student in the Master of Liberal Arts in Museum Studies program at Harvard University.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
Executive Office of Mayor Muriel Bowser



Office of the General Counsel to the Mayor

To: Lauren C. Vaughan, Steve Walker
From: Betsy Cavendish
Date: October 13, 2016
Subject: Legal sufficiency review of Mayor's Order appointing Cicie Sattarnilasskorn and Haili Francis as Members of the Commission on the Arts and Humanities

This is to Certify that this office has reviewed the above-referenced Mayor's Order and found it to be legally unobjectionable. If you have any questions in this regard, please do not hesitate to call Alana Intrieri, Deputy General Counsel, Executive Office of the Mayor, at 202-724-1303, or me at 202-724-7681.

A handwritten signature in black ink that reads 'Elizabeth A. Cavendish'. The signature is written in a cursive style.

Elizabeth Cavendish