



Executive Office, City of Providence, Rhode Island

VINCENT A. CIANCI, JR.

MAYOR

MAR 4 1993
CITY OF PROVIDENCE

February 1, 1993

The Honorable Members
The City Council of the
City of Providence
City Hall
Providence, RI 02903

Dear Honorable Members:

Pursuant to Sections 302 (b) and 814 of the Providence Home Rule Charter of 1980, I am this day appointing Ms. Diane D. Echmalian of 8 Blackstone Boulevard, Providence, Rhode Island, a member of the Board of Tax Assessment Review for a term to expire in January, 1996 and submit the same for your approval.

Ms. Echmalian will replace Arthur Pullano whose term has expired.

Sincerely,

VINCENT A. CIANCI, JR.
Mayor of Providence

VAC:cmh

IN CITY COUNCIL

MAR 4 1993

**READ
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED AND APPROVED.**

CLERK

FILED

FEB 11 9 56 AM '93

DEPT. OF CLERK
PROVIDENCE, R.I.

IN CITY COUNCIL

FEB 18 1993

FIRST READING

REFERRED TO COMMITTEE ON

FINANCE

Michael K. Clement CLERK

THE COMMITTEE ON

FINANCE

Recommends Approval

Michael K. Clement

Feb. 22, 1993

Clerk

D I A N E E C H M A L I A N

Fund Consultants, Inc.
Lincoln, Rhode Island

1975 to 1978
Assistant to the President

- Staffed non-profit campaigns: Tall Ships '76, Seaport '76, Slater Mill Historic Site, Rhode Island Zoological Society, Opportunities Industrialization Center, The Jewelry Institute, and St. Elizabeth Home Building Fund

United Way of Southeastern New England
Providence, Rhode Island

1972 to 1975
Supervisory Assistant

- Administrative assistant to Budget Director
- Supervised department's support staff
- Develop reports and presentations to Executive Budget Committee, Program Emphasis Committee, and Budget Panels

EDUCATION

Rhode Island College
Providence, Rhode Island

Liberal Arts

CIVIC ACTIVITIES

Corporation Member, Visiting Nurse Association of Rhode Island
Volunteer, Meals on Wheels
Advisory Committee, St. Francis House
Trustee, Sts. Vartanantz Church
Board Member, Bannister Nursing Care Center
Chairman, Bannister Development Committee
Member, Women's Center of R.I. Development Committee
Member, Red Bridge Council of Republican Women
Member, Rhode Island Republican State Central Committee
Member, GOP Nominating Committee
Candidate, State Representative, District 4

REFERENCES

Mr. David A. Duffy
President
Duffy & Shanley, Inc.
222 Richmond Street
Providence, RI 02903
274-0001

Mrs. Muriel Port Stevens
(Former Manager, R.I.
Philharmonic Orchestra)
27 Edgehill Road
Providence, RI 02906
274-3766

Dr. Vartan Gregorian
President
Brown University
University Hall, Rm. 107
Providence, RI 02912
863-2234

D I A N E E C H M A L I A N

Eight Blackstone Boulevard
Providence, Rhode Island 02906

Phone: (401) 751-8089 (Res.)
421-0150 (Bus.)

SUMMARY OF EXPERIENCE

Diane Echmalian and Associates
Providence, Rhode Island

1978 to present
Owner/Fund-raising Consultant

Fund-raising and public relations services for non-profit organizations:

- Conduct agency analyses, needs assessments, and feasibility studies
- Design and manage annual giving programs and capital campaigns:
 - develop campaign plan, timetable, solicitation strategies
 - research and develop prospect lists
 - identify and recruit leadership and volunteers
 - develop and adhere to cost-effective campaign budget
 - organize and oversee all campaign divisions, as well as direct mail, phonathon, and special events
 - design donor follow-up system
 - develop grant proposals to corporate and private foundations
 - manage and motivate leadership, volunteers, and agency staff
- Conduct agency constituent training and orientation sessions
- Design and oversee public relations and marketing support strategies
- Supervise copy, design, and production of all collateral and organizational materials
- Coordinate press releases and media contacts in conjunction with fund-raising events

Client List

Barker Playhouse
Cranston General Hospital
Crescent Park Carousel
Girl Scouts of Rhode Island
Gloria Dei Lutheran Church
Hospice Care of Rhode Island
International Tennis Hall of Fame
Langston Hughes Center for the Arts
National Committee for Prevention
of Child Abuse, R.I. Chapter
Northern Rhode Island Council for
the Arts
Providence Art Club

Providence Preservation Society
Providence/350
Rhode Island Armenian Earthquake
Disaster Fund
Rhode Island Committee for Progress
Rhode Island Indian Council
Rhode Island Philharmonic Orchestra
Save the Bay
St. Stephen's Church (Watertown)
Sojourner House
WSBE/Auction 36
YWCA of Northern Rhode Island

State of Rhode Island
and
Providence Plantations

THE CITY OF



PROVIDENCE

I, Diane Echmalian, do solemnly swear that
I will support the Constitution of the United States and of the State
of Rhode Island and the Providence Home Rule Charter and that
I will faithfully discharge the duties of the office of

Board of Tax Assessment Review

to the best of my ability.

For a term to expire January 1996

Diane Echmalian
Diane Echmalian

I, Vincent A. Cianci, Jr. Mayor of Providence

do hereby certify that on the 12th day of March, A.D. 19 93,

I did administer unto Diane Echmalian

duly appointed to the office of

Board of Tax Assessment Review

the above subscribed oath.

Vincent A. Cianci, Jr.
VINCENT A. CIANCI, JR.
Mayor of Providence