



Mayor of Providence

Jorge O. Elorza

March 12, 2015

Honorable Members  
Providence City Council  
City Hall

Dear Honorable Members:

I submit this letter to withdraw my nomination for Vincent Kilbridge to serve the City of Providence on the Providence Public Building Authority Board. His name will be re-submitted at a later date.

Sincerely,

A handwritten signature in dark ink, appearing to be "J. Elorza", written in a cursive style.

Jorge O. Elorza  
Mayor

IN CITY COUNCIL

APR 02 2015

Withdrawn

CLERK



Mayor of Providence

Jorge O. Elorza

February 23, 2015

Honorable Members  
Providence City Council  
City Hall

Dear Honorable Members:

Pursuant to Sections 302(b) and 1009 of the Providence Home Rule Charter of 1980, I am this day appointing Vincent Kilbridge of 88 Lorimer Avenue, Providence, RI 02906, as a member of the Providence Public Building Authority for a term ending on January 31, 2020, and respectfully submits the same for your approval. Mr. Kilbridge replaces Wascar Montilla.

Sincerely,

A handwritten signature in black ink, appearing to be "J. Elorza", written over a horizontal line.

Jorge O. Elorza  
Mayor

## VINCENT J. KILBRIDGE

88 Lorimer Avenue  
Providence, RI 02906  
(401) 351-0858 (home)  
(401) 378-4717 (mobile)  
[kilbridgev@verizon.net](mailto:kilbridgev@verizon.net)

### SUMMARY

Combined experience in the not for profit sector, business and law. Highly accomplished in service to community and organizations. Strong organizational skills as well as management of transitions and integration. Experienced in overall fiscal accountability, fiduciary responsibilities and risk management. Expertise in developing and maintaining relationships, strategic thinking and planning, problem solving, and designing and managing innovative programs.

### EXPERIENCE

#### **US TRUST, BANK OF AMERICA PRIVATE WEALTH MANAGEMENT** January 2014 – Present

##### **Trust Settlement Officer, III**

Responsible for the management of larger more complex terminating trusts that require a high level of expertise and knowledge.

- ▲ Coordinate communication with internal support partners (tax, compliance, special assets, and portfolio management) to ensure accurate, timely and efficient administration while managing risk.
- ▲ Maintain high quality communication with trust remainder beneficiaries and external business partners such as attorneys and CPAs.

#### **JEWISH ALLIANCE OF GREATER RHODE ISLAND**

December 2010 – June 2013

(formerly Jewish Community Center of Rhode Island)

##### **Director of Alliance Operations (9/11-6/13)**

##### **Interim Executive Director, JCCRI (12/10-9/11)**

Responsible for the management of the day-to-day operations of the Jewish Alliance as a member of the senior leadership team. Managed a staff of +12. Supervised the Facilities Manager, Director of Health, Fitness & Aquatics, Director of Children's Programming, and the Membership staff. Collaborated with senior managers and board members to develop and implement strategic plans and coordinate program development and planning efforts for all Alliance departments. Member of the Senior Management Team, representative for the Facilities Committee, chair of the Security & Safety Committee.

- ▲ As Interim Executive Director, successfully managed the transition of the JCC from an independent organization into a fully integrated element of the Jewish Alliance of Greater Rhode Island.
- ▲ Initiated facility improvement plan for 70,000 sq. ft. building. Funding is in place and project currently in process.
- ▲ Initiated new membership and community outreach initiatives, streamlined policies and practices to significantly improve administrative efficiencies.
- ▲ Worked with affiliated agencies, interest groups and community members to promote and achieve Alliance goals.
- ▲ Represented the organization at national and regional conferences.

#### **CITIZENS BANK, Providence, RI**

January 2005 – November 2010

##### **Vice President – Senior Trust Officer**

Provided relationship management for approximately 200 accounts with a combined market value in excess of \$100 million generating fees in excess of \$1,000,000 annually. Administered all aspects of client relationships from inception (except for investment management). Chair of the Fiduciary Committee. Member of the Trust Special Assets Committee.

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## VINCENT J. KILBRIDGE

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- ▲ Maintained strong relationships with clients and their advisors, liaised their investment management and retail banking service needs.
- ▲ Processed discretionary requests and IRA minimum required distributions; provided fiduciary oversight of special assets.
- ▲ Conducted annual administrative reviews and adhered to all risk management policies and procedures.
- ▲ Developed new business and increased existing investment relationships.

### **FLEET NATIONAL BANK/BANK OF AMERICA, Providence, RI**

September 1995 – December 2004

#### **Vice President – Fiduciary Officer**

Provided general fiduciary and risk management services for the Private Clients Group – Select. Conducted legal review of governing documents for new business. Analyzed trust account management to ensure compliance with the terms of the governing document, corporate trustee powers, and state and federal laws.

- ▲ Conducted annual administrative reviews of fiduciary accounts.
- ▲ Addressed beneficiary requests for distribution of funds from discretionary trust accounts.
- ▲ Reviewed and responded to beneficiary complaints, claims and threatened litigation.

### **PRIOR EXPERIENCE**

#### **PRO BONO ADVOCATES, Chicago, Illinois**

Volunteer Attorney

#### **CLAUSEN MILLER, P.C., Chicago, Illinois**

Law Clerk

#### **SYSCON CORPORATION, Middletown, Rhode Island**

Management Analyst

### **EDUCATION**

Juris Doctor

Loyola University of Chicago School of Law,

1994

Bachelor of Arts

John Carroll University, University Heights, Ohio

1985

### **PROFESSIONAL LICENSES**

Admitted to Bar of Rhode Island, 1995

Admitted to Bar of Illinois, 1994 (Inactive)

Admitted to General Bar of the U.S. District Court for the Northern District of Illinois, 1994 (Inactive)

### **PROFESSIONAL STUDIES**

American Bankers Association National Trust School

2001

American Bankers Association National Graduate Trust School I, II

2002, 2003

### **COMMUNITY SERVICE**

Brown/Fox Point Early Childhood Education Center, Board Member; Treasurer

2004 – 2008

Fox Point/East Side Little League, President

2010 – 2012

AIDS Orphan Care

2014 - Present