



# HELEN FARABEE CENTERS

Wichita Falls Administrative Office  
P. O. Box 8266, Wichita Falls, TX 76307-8266  
1000 Brook Street, Wichita Falls, TX 76301  
Phone (940) 397-3100  
Fax (940) 397-3150  
[www.helenfarabee.org](http://www.helenfarabee.org)

June 28, 2024

Archer County Judge Jackson  
Clay County Judge Campbell  
Montague County Judge Benton  
VIA EMAIL

Dear Judges:

The term for the appointment to our Board of Trustees made jointly by Archer, Clay and Montague Counties, Place 1 – Mrs. Jan Driver Ward is due to expire August 31, 2024. She has expressed interest in reappointment to the Board for another two-year term, which would expire August 31, 2026.

She was initially appointed to our Board in June 2023. Following is a summary of vital information related to her terms:

**Meeting Attendance Record:** 75% (6 of 8 meetings since June 2023)

We ask that you consult with the other appointing sponsors and place this issue on the Commissioner's Court agenda for consideration and notify us in writing of the Court's decision not later than August 31, 2024. Notification should be sent to:

Melissa Collins, Board Liaison  
Helen Farabee Centers  
P.O. Box 8266  
Wichita Falls, Texas 76307-8266

Should you have any questions regarding this issue, please feel free to contact Gianna Harris, Executive Director at (940) 397-3355, or Melissa Collins, Board Liaison, at (940) 397-3102.

Sincerely,