

BOARD OF DIRECTORS

PRESIDENT

CEO

COO

CFO

elect

Residence Solutions

1547 Larkspur Loop

Dear Stakeholders,

We write to inform you about recent changes in our **corporate governance**. Recently, our **CEO**, Dr. Wallace Perkins, has accepted a position elsewhere. We wish him the best in his new venture.

In his absence, Gina Williams, our **CFO**, served as interim CEO. The **board of directors** has officially **elected** her CEO. The **chairperson** commended Ms. Williams on her strong leadership. The **inside directors** voted unanimously for Ms. Williams's appointment. Two **outside directors** abstained.

Because of these changes, we are currently seeking a new CFO. The **president** and **vice president** have put forth our **COO**, Linda Miller, as a candidate. The board will consider this in the coming weeks. They are also accepting applications from outside the company.

Those with part **ownership** in the company are invited to respond in writing. We welcome your input on these changes in **management**.

Sincerely,
Residence Solutions

Get ready!

1 Antes de leer, reflexiona acerca de estas preguntas.

- 1 What are some of the titles of corporate leaders?
- 2 What are their responsibilities?

Reading

2 Lee la carta. Luego, escoge la alternativa correcta.

- 1 What is the purpose of the letter?
 - A to request information on changes in leadership
 - B to inform stakeholders of new management
 - C to congratulate Dr. Perkins
 - D to commend Ms. Williams on her leadership
- 2 Which of the following positions has NOT been filled?

A CEO	C president
B CFO	D vice president
- 3 Why has the company elected a new CEO?
 - A Ms. Williams has left the company.
 - B Dr. Perkins has been promoted to CFO.
 - C Dr. Perkins accepted another job.
 - D The interim CEO left the company.

Vocabulary

3 Une las palabras o frases (1-9) con las definiciones (A-I)

- | | |
|----------------------|----------------------------|
| 1 ___ CEO | 6 ___ chairperson |
| 2 ___ elect | 7 ___ corporate governance |
| 3 ___ COO | 8 ___ board of directors |
| 4 ___ ownership | 9 ___ management |
| 5 ___ vice president | |
- A the head of the board of directors
 - B a group of people that makes decisions for a company
 - C the process of handling or controlling something
 - D the top executive of a company
 - E to choose by voting
 - F the person who serves under the president
 - G the process of making decisions for a company
 - H the person in charge of a company's daily operations
 - I the possession of something

4 Lee los pares de oraciones. Escoge qué palabra o frase queda mejor en cada espacio en blanco.

1 **outside director / inside director**

- A The _____ was also the company's CFO.
- B The _____ had no other role at the company.

2 **president / CFO**

- A The _____ resigned, and the vice president took her place.
- B The _____ decided to invest the company's money in oil.