

**EXECUTIVE DIRECTOR SEARCH COMMITTEE MINUTES**  
**October 12, 2021**

**Present:** Jean Threadgill, Jess Arroyo, Sylvia Vange, Peg Webb, Lucia Khipple, Steve Rossi, Mary Sebela, Julie Tang, and Kristin Troy.

**Absent:** Marsha Kremer

**I. Call to Order**

Chairperson Threadgill called the meeting to order at 6:00 P.M.

**II. Approval of Minutes**

First meeting no minutes to approve.

**III. Floor Open to the Public**

The meeting was open to the public for a period not to exceed twenty minutes. No one from the public was in attendance.

**IV. Old Business**

First meeting no old business to address.

**V. New Business**

- A. Hiring Timeline- Phases of the Process
- B. Director Job Description
- C. Job Posting and Timeline
- D. Application Process

The committee reviewed and discussed the above listed items and made the recommended changes.

E. Next meeting date scheduled for November 15, 2021 at 6 P.M.

**VI. Adjournment**

Peg Webb moved that the meeting be adjourned at 7:50 P.M. The motion was unanimously approved and the meeting was adjourned.

**Approved** \_\_\_\_\_ **Date** \_\_\_\_\_