

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES SPECIAL MEETING
415 Tumwater Blvd. SW
Tumwater WA 98501
Wednesday, August 12, 2009

MINUTES

BOARD MEMBERS PRESENT: Bob Hall, Edna Fund, Dick Nichols, Stephen Hardy, and John Braun. Judy Weaver attended via phone.

STAFF PRESENT: Jodi Reng, Michael Crose, Sally Nash, Judy Covell, Gwen Culp, Ellen Duffy, Margaret Colvin, Leanne Ingle, Jean Padovan, Rich Park, Toni Costa, Alice Goudeaux, Carol Watson, Tim Mallory, Nancy Schutz, and Marian Thompson.

GUESTS PRESENT: Carolyn Dobbs and Craig Hanson.

Vice President Bob Hall welcomed everyone and explained the purpose of this meeting is to start the process of selecting a new Executive Director upon the retirement of Jodi Reng. He then called the meeting to order at 4:37 p.m.

AGENDA ITEM

1. Steve Hardy led the pledge of allegiance.
2. Self-introductions of all present were made.
3. Approval of Agenda –
09-56 – DICK NICHOLS MADE A MOTION TO APPROVE THE AGENDA AND STEVE HARDY SECONDED THE MOTION. MOTION APPROVED UNANIMOUSLY.
4. There was no public comment.
5. Board comment – Edna Fund explained that she and Dick Nichols had been on the last committee that selected Jodi Reng as the current Executive

Director of TRL. Ms. Fund gave a brief overview of the composition of the committee and the process as she remembered it from six years ago.

6. Rich Park, Human Resources Manager, facilitated a discussion of the steps needed to begin the process of hiring a new Executive Director. These steps will include establishing a budget, formulating a search committee, establish the search criteria, finalize the search process, and determine the interview process. After a lengthy discussion, Bob Hall called for a 10 minute break and the meeting came back to order at 5:52 p.m.

The Board agreed that there will be a Search Committee and an Interview Committee. The Search Committee will be composed of three Board members, three Director's Council Members, three Library Managers (one from each size library) one representative of the Staff Association, one representative of the Foundation Board, and possibly the State Librarian. Judy Weaver, Edna Fund and Steve Hardy volunteered to be the Board representatives on the Search Committee. Management will submit a list of proposed committee members at the next Board meeting. After further discussion, Human Resources will schedule and facilitate a Search Committee workshop meeting for a date and time after September 1. The workshop will develop the position description and qualifications so that it can be posted as soon as possible both internally and externally.

Human Resources and the Search Committee will review the applications and determine who and how many applicants shall be interviewed.

09-57 DICK NICHOLS MADE A MOTION TO ESTABLISH A SEARCH COMMITTEE THAT WILL DEVELOP THE WORDING OF THE JOB ANNOUNCEMENT FOR POSTING, INCLUDING THE POSITION DESCRIPTION, SEARCH CRITERIA AND QUALIFICATIONS, AND BRING THEIR RECOMMENDATIONS BACK TO THE BOARD FOR CONSENSUS. SECONDED BY EDNA FUND. MOTION PASSED UNANIMOUSLY.

After further discussion,

09-58 DICK NICHOLS MOVED TO DELEGATE TO THE SEARCH COMMITTEE THE ISSUES OF DETERMINING THE INTERVIEW PROCESS, FORMULATING QUESTIONS, DETERMINING THE PUBLIC PRESENTATION PROCESS, REVIEWING INFORMATION ABOUT THE LIBRARY AND COMMUNITY FOR APPLICANTS, AND FORMULATING POST-INTERVIEW ACTIONS WITH THE RECOMMENDATIONS BROUGHT BACK TO THE

BOARD FOR CONSENSUS. MOTION SECONDED BY EDNA FUND, PASSED UNANIMOUSLY.

Craig Hanson reminded the Board that during the interview process more than a majority of the Board may attend a public presentation but cautioned they could not deliberate at that time with each other on the presentation or they would be violating the open meeting law.

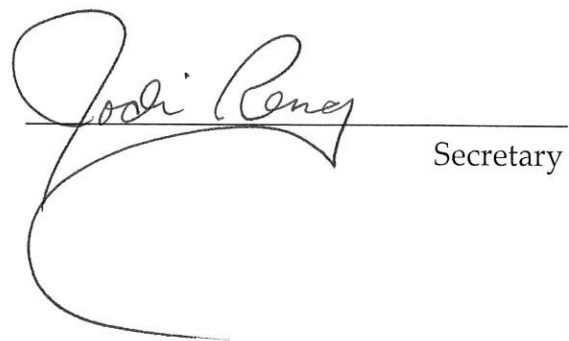
It was further agreed that the Search Committee will give a report to the Board at each Board meeting until a new Executive Director is selected.

At 6:40 p.m., President Pro Tem Bob Hall suspended the meeting for an Executive Session pursuant to RCW 42.30.110 §(i) to discuss litigation.

The meeting was called back to order at 7:15 p.m. and, there being no further business, the President Pro Tem adjourned the meeting at 7:16 p.m.



President



Secretary