



Mesa County Libraries
BOARD
 OF **TRUSTEES**
 • C O M M I T T E E M E E T I N G •

Search Committee

MINUTES

Date and Time: Monday, April 15, 2019 – 5 p.m.

Location: Central Library, 443 N. 6th St., Grand Junction, CO – Administration Conference Room

#	Agenda Item
1	Opening: <ul style="list-style-type: none"> • Call to Order and Roll Call <ul style="list-style-type: none"> ○ Committee Chair Blanchard called the meeting to order at 5:02 p.m. ○ BOARD PRESENT: Elaine Barnett, Barry Blanchard, Cindy Cyphers, Abby Landmeier (arrived 5:06 p.m.), Chris Mahre, Laurie Tashiro ○ STAFF PRESENT: Bob Kretschman, Stacey Smith, Blair Wade, Shana Wade, Wynell Webster ○ GUESTS: Dan Bradbury and Jobeth Bradbury of Bradbury Miller Associates (BMA) • Review of Agenda: The agenda was accepted as presented.
2	Review Library Director Applications with Bradbury Miller Associates and Select Applicants for Preliminary Interviews <ul style="list-style-type: none"> • D. and J. Bradbury of BMA, MCL’s executive search firm, joined the meeting via video call. • D. and J. Bradbury recommended that the Search Committee (comprised of Blanchard, Mahre, Tashiro, B. Wade, and S. Wade) select eight to ten semi-finalist candidates for library director. • D. Bradbury noted that applications were sent to Search Committee members in advance of this meeting with the request that they rank their top five candidates independently and submit their rankings to BMA. Ranked candidates were discussed with BMA and the committee. • <i>Applicant information considered during discussion:</i> director experience, including sizes of populations served, number of branches, and budgets of current and past libraries; work experience, including scope, range, and specialized endeavors; education requiring an MLS/MLIS or other applicable master’s degree; self-descriptions; aspirations at MCL; familiarity with Mesa County and the West; civic and local government collaborations; political acumen; vision; building and fundraising experience; and first-hand interpersonal experiences between some applicants, D. Bradbury, J. Bradbury, and committee members. • The committee and other trustees deliberated and then asked BMA to extend invitations to ten semi-finalists for preliminary interviews. D. and J. Bradbury will notify the selected semi-finalists and give them about a day and a half to confirm. They will also notify those not selected.
3	Scheduling of Library Director Search Activities <ul style="list-style-type: none"> • <i>April 22-23:</i> D. and J. Bradbury detailed that they will schedule 30-minute preliminary interviews, with five-minute breaks between interviews. Six interviews will be planned on April 22 and four on April 23, pending semi-finalists’ confirmations. BMA will send draft questions to the committee. BMA’s Karen Miller will be the on-site facilitator of video call preliminary interviews at MCL. Blanchard confirmed that these will be open meetings in compliance with state statutes. • <i>April 23 Board Special Meeting:</i> Trustees agreed that following the interviews, a special meeting of the full board will be held to select three to four finalist library director candidates.

	<ul style="list-style-type: none"> • D. Bradbury specified that a background check on each finalist would include a civil court records check, checks on multistate criminal and sex offender databases, and a drivers' license check. • D. and J. Bradbury departed the video call meeting. • Board agreements by consensus after discussion among meeting attendees: <ul style="list-style-type: none"> ○ Background checks on all library director finalists are desired prior to finalist visits. ○ A public forum is definitely preferred, and MCL staff will individually invite stakeholders. ○ It was agreed that branch tours would be individually provided to finalist candidates.
4	<p>Adjournment</p> <ul style="list-style-type: none"> • Tashiro moved to adjourn the meeting at 6:52; Cyphers seconded. Motion carried.

Minutes submitted by Stacey Smith, MCL Executive Assistant.