

**Community Library Network
Board of Trustees Special Meeting Minutes
February 14, 2020
Post Falls Library**

We Empower Discovery

Trustees present: Katie Blank, Bob Fish, Judy Meyer, Regina McCrea, Michele Veale

Staff present: John Hartung, Rebecca Melton, Janelle Sells

Facilitators: Megan Hudson, Beth Kilgore

Call to order: The meeting was called to order at 9:07 by Katie Blank, Chair

Roll call: Katie Blank, Bob Fish, Judy Meyer, Regina McCrea, Michele Veale

Director's search: Facilitated discussion: Megan Hudson

Hudson discussed her meeting goals including a review of the director search timeline, discussion of weighted rubric for applications and interview questions.

The Board reviewed the director search documents, the website and the notes from the June 28, 2019 workshop with Hudson. The term "servant leadership" was changed to "service leadership."

Application review process: every application received for the director position will be sent to all trustees for scoring using a rubric. The applications will be sent via email to the Board. Trustees were reminded not to send comments or questions using "reply all."

Hudson led the Board through the rubric categories presented by staff. Discussion focused on the meaning of related field for education and the hierarchy for experience ranking.

Hudson and Kilgore will use the information shared to produce a scoring rubric.

Meeting was extended for 30 minutes.

M, C Veale

Kilgore explained how the rubric will produce a score for comparison of candidates. Trustees will check a box in the rubric and a score will be entered. Those applicants with higher scores will be considered for an interview.

The Board agreed to move forward with weighted rubric scoring system from Kilgore.

Agenda discussion and requests:

None

Set Special and regular meeting dates

None

Meeting review:

None

Adjournment: action item

The meeting was adjourned at 12:32 p.m.

M, C, Meyer

Respectfully submitted,
John Hartung, Rebecca Melton

Calendar of events:

Feb 20:	2 - 5	Post Falls	regular meeting	Meeting Room 2
Mar 19:	2 - 5	Hayden	regular meeting	Large Meeting Room

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Phone: 208-773-1506 ext. 329

Email: ADAcordinator@communitylibrary.net

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