

**THE BOARD OF TRUSTEES OF THE CUYAHOGA FALLS LIBRARY and
The William and Margaretta Taylor Memorial Association**

**SPECIAL MEETING
Friday, April 8, 2022
Sutliff Room**

Special Meeting for the purpose of determining an HR consultant for the director search.

CALL TO ORDER

Deborah Ziccardi called the meeting to order at 5:31pm.

ATTENDANCE:

Deborah Ziccardi, Rick Rubin, Sean Blake, Cheryl Bruce, Nikki Cebula, Mike Dunton, Darien Genova, Marcia Liikala, Robin Worthington, Fiscal Officer Laura Searle and Library Director Valerie Kocin.

EXCUSED: Sandra Zirke, Robert Heydorn

GUESTS: Karen Miller of Bradbury Miller Associates (via Zoom)

ADOPTION OF AGENDA

Mike Dunton moved to adopt the agenda. Rick Rubin seconded, and the motion passed unanimously.

Karen Miller presented her proposal for consulting services for the director search via Zoom. Not only do applicants submit a resume and cover letter, but they also fill out a questionnaire that is drafted in collaboration with the Board of Trustees. They would post the position for six weeks. All applicants, not just a slate of applicants, are sent to the Board for review. When the candidates are whittled down to three to four finalists, they will be interviewed on-site. They require three references, one from a colleague, one from a supervisor, and one from someone the candidate had supervised. The firm primarily does searches for library directors. Out of the over two hundred searches they have done, only about three have had to use the one-year guarantee. The process will take three to four months. She did not recommend a crossover of directors. Her firm could still do onboarding even if the library chooses a different firm for the search.

Following the presentation, Deborah Ziccardi stated that hiring a director is the most important thing the Board does since the director carries out the mission. She does not want the Board to make a decision based solely on cost. A discussion ensued regarding pros and cons of each consultant. Mike Dunton

suggested they get references, particularly on the issue of timeliness and expediency.

The Board will meet again on Wednesday, April 13th at 7pm to discuss the results of the references and hopes to decide on which firm to hire.

ADJOURN

The meeting adjourned at 7:12pm.

Approved By,

Respectfully Submitted By,

Deborah Ziccardi, Board President

Sean M. Blake, Secretary/Is