

**SOUTHWEST LA PLATA LIBRARY DISTRICT
SPECIAL BOARD MEETING MINUTES
12 JULY 2021**

1. Call to Order

The meeting was called to order at 1:18 pm. In attendance were Peter Miesler, Nycole Eoff, Scott Davey, Cynthia Loebig Patricia Johnson, Rebecca Benally, Nona Dale, Alana Ostrander, Tricia Winslow, Chris Conrad, Anna Szczepanski, and Roy Horvath.

2. Approve Agenda

A discussion about a League of Women Voters request was added to the agenda.

3. Executive Session

A motion was made to move the meeting into executive session at 1:20 pm. Executive session ended at 1:30 pm.

4. Brainstorming

A brainstorming session was held to determine the following:

- A. What education requirements should our library director meet?
- B. What position experience should our library director have?
- C. What job experience would we like to see in our candidate?

A summary of the session will be emailed to board members.

5. Interview Process

The interview process was discussed and consists of three stages (all applicants, interview pool, finalists). The time line for applications, interviews, and hiring was discussed, and will be

1. Reorder/reword job description and post 8/1-8/31. (Rebecca/Patty)
2. 9/1-9/10: Define interview pool
3. 9/21: Approve 3+ finalists at board meeting. Notify finalists, and provide information regarding final interviews. Post those wishing to continue, as required by law.
4. 10/5-10/12: Final interviews
5. 10/19: Finalize 1st, 2nd, 3rd, etc. choice and begin offer/negotiation process.

Interview details were discussed but need further refining. Rebecca will develop a preliminary application for interested candidates. The applicants' cover letters should include an answer to the question "Why do you think small, rural libraries are important."

6. The interview committee will consist of Cynthia, Patty, Rebecca, Scott, and an outside library professional (maybe).

7. Other topics:

Library District's vision and mission statement.

8. League of Women Voter's

A motion was made by Cynthia to sponsor the League of Women Voters redistricting information drive by posting a link on our website; seconded by Peter; unanimous approval.

9. The meeting adjourned at 3:27.

Next SWLPD Board meetings - July 20, 2021 and August 17, 2021