

RIVER VALLEY DISTRICT LIBRARY
Director Search Committee Meeting Minutes
March 21, 2024
4:15 PM
Young Adult Area (Main Floor)

- I. Call to Order – 4:15pm

- II. Attendance
 - a. Present: Emily Riewerts (chair), Jan Schadt (member), David Failing (member), Jill Schutts, Mary Hemm, Sue Hebel

- III. Public Comments - none

- I. Review of contract with consultant, Lorene Kennard
 - a. Reviewed the 4 things we agreed the committee could do during this process to keep consultant costs down.
 - i. Will reach out to staff
 - ii. Gather information packet
 - iii. Make candidate profile sheet
 - iv. New director Onboarding
 - b. Discussed who will call references. We will ask Lorene to do this.
 - c. Ask Lorene which job boards she plans on posting the advertisement.
 - d. Discussed payment schedule. We will propose half up front and the rest at completion.
 - e. Discussed wording of the termination clause by either side. We will seek the lawyer's guidance on this.
 - f. Discussed ownership of work clause. This may not apply to our situation, but we will discuss it with Lorene.
 - g. Mary will clean up the rough draft with changes and send it to the group. Emily will send the document to the lawyer and Lorene for review.

- IV. Other - none

- V. Adjournment – 5:06pm